

SUPERVISOR

Johanna M. Coleman

COUNCIL MEMBERS

John M. Abraham Jr.
Dawn Gaczewski
Ronald Ruffino Sr.
Matthew Walter



Department of Parks,
Recreation & Forestry

Park Crew Chief
Mark D. Lubera

525 Pavement Road
Lancaster, NY 14086
716-684-3320 phone
716-685-3497 fax

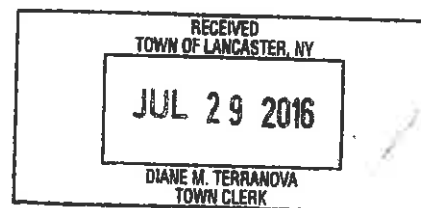
Memorandum

TO: Neil Connelly, Planning Board Chairman
Planning Board Members
John Abraham, Council Member
Ronald Ruffino, Sr., Council Member
Dawn Gaczewski, Council Member
Matthew Walter, Council Member

FROM: Mark D. Lubera, Park Crew Chief

DATE: July 29, 2016

SUBJECT: Site Plan Project #2562
Apple Rubber Expansion
204 Cemetery Road
1 story 18,888 sf. Manufacturing Facility including Office Area
with 43 Car Parking



After reviewing the above referenced project, the Town's Forestry Department recommends that 10 trees be planted on the berm at 12 ft intervals. Otherwise, I have no issues with the Application for Site Plan Approval.

Should you have any questions, please do not hesitate to contact me.

MDL:jw

cc: Matt Fischione, Building Inspector
Cyndi Maciejewski, Secretary to the Planning Board

SUPERVISOR
Johanna M. Coleman

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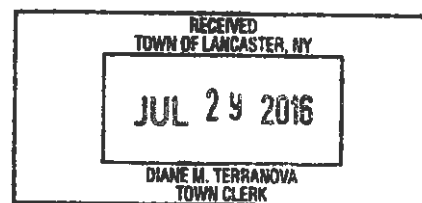
Memorandum

TO: Neil Connelly, Planning Board Chairman
Planning Board Members
John Abraham, Council Member
Ronald Ruffino, Sr., Council Member
Dawn Gaczewski, Council Member
Matthew Walter, Council Member

FROM: Mark D. Lubera, Park Crew Chief

DATE: July 29, 2016

SUBJECT: Site Plan Project #5281
Precision Scale & Balance
140 Rotech Drive
New addition of 12,935 sq. ft. 1 story to the existing building to allow for shop space & warehouse storage associated with the existing business



After reviewing the above referenced project, the Town's Forestry Department has no issues with the Application for Site Plan Approval.

Should you have any questions, please do not hesitate to contact me.

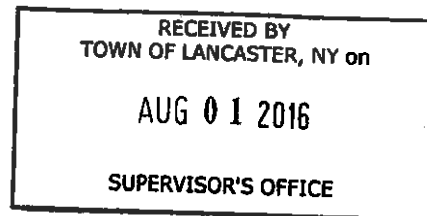
MDL:jw

cc: Matt Fischione, Building Inspector
Cyndi Maciejewski, Secretary to the Planning Board

454

July 28, 2016

Supervisor J. Coleman



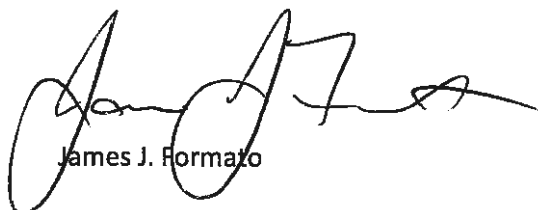
Re: James J. Formato

Retirement from the Lancaster Police Department

TC - For Comm

Dear Mrs Coleman,

Please be advised that my last day of work for the Lancaster Police Department will be November 4, 2016. It has been an honor to serve our community.



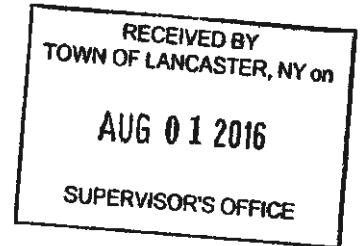
James J. Formato

Cc: Gerry Gill
Marco Laurienzo
Jeff Smith
Dave Brown
Morgan Fay
Shaun Dimino

Lancaster Rural Cemetery Association

70 Cemetery Road
Mailing Address: P.O. Box 216
Lancaster, New York 14086
681-8419

Preserving your memories with dignity . . .



August 1, 2016
Supervisor Johanna Coleman and
Town Board Members
Town of Lancaster
21 Central Avenue
Lancaster, New York 14086

Re: 2017 Cemetery Funding

TC - FOR COMM.

Dear Supervisor Coleman and Town Board Members:

COPY DAVE BROWN

We sincerely appreciate the financial support that you have provided to The Lancaster Rural Cemetery. Your assistance contributes to maintaining the cemetery as a place of pride within our community.

Similar to many cemeteries, we face increased maintenance expenses along with reduced sales and internments. Recently, our mowers were beyond reasonable repair and needed to be replaced. Despite the challenges, a drive through The Cemetery reveals a peaceful, well maintained place.

The Board of Directors of The Lancaster Rural Cemetery respectfully requests your consideration and continuation of the \$15,000 annual allowance to the cemetery. It will assist in maintaining this important part of the Town's history as a place of respect and tranquility.

We are very grateful for all the services the Town has provided for the ongoing upkeep and preservation of the cemetery.

On behalf of the Lancaster Rural Cemetery Board, thank you for your consideration.

Very truly yours,


Frank Maddock, President

FM: ack

Frank Maddock, President
Audrey Keysa, Secretary

Board of Directors
Jeanette Pecqueur, V.P. Paul Rudz, Treasurer
Mark Coffed Joseph Keefe, Esq.



Incorporated 1912

456
Bowmansville Volunteer Fire Association

36 Main Street • PO Box 137

Bowmansville, New York 14026

Phone (716) 683-0910 • Fax (716) 683-8254

Town Of Lancaster
Johanna M. Coleman – Town Supervisor
21 Central Avenue
Lancaster, New York 14086

*TC - FOR COMM
COPY TO M. FISCHIONE*

Dear Supervisor Coleman

The Bowmansville Volunteer Fire Association is in the process of purchasing property at 620 Pavement Road for future use. The property may be used for training or the possibility of a Fire Station. We would like to know if the Town of Lancaster will require us any circumstances i.e.; zoning issues. Please feel to contact me at anytime. I look forward to speaking with you. Thank you.

Firematically yours,

Mark J. Lawniczak
Fire Chief
Bowmansville Volunteer Fire Association
Email: lawniczak4@verizon.net

DIANE M. TERRANOVA, TOWN CLERK
TOWN OF LANCASTER
21 CENTRAL AVE.
LANCASTER, N.Y. 14086
AREA CODE 1-716 683-9028

August 1, 2016

Mr. Gerald J. Gill, Jr., Police Chief
Town of Lancaster
525 Pavement Road
Lancaster, New York 14086

Mr. Matthew Fischione, Code Enforcement Officer
Town of Lancaster
21 Central Avenue
Lancaster, New York 14086

Re: Application for a Game Room License -
AMF Bowling Centers (Lancaster Lanes)
Chapter 17 of the Code of the Town of Lancaster

Gentlemen:

Enclosed is a copy of the above referenced application. Kindly review this application and indicate to me whether you approve or disapprove of the issuance of a license to this applicant.

Sincerely yours,

OFFICE OF THE TOWN CLERK



Diane M. Terranova
Town Clerk

DMT/dm
Encl.

File: License/licgame.rm (P3)

TOWN OF LANCASTER

21 Central Avenue
Lancaster, New York 14086

Office Of The Town Clerk

RECEIVED
TOWN OF LANCASTER, NY

AUG 01 2016

DIANE M. TERRANOVA
TOWN CLERK

APPLICATION TO MAINTAIN AND OPERATE A GAME ROOM OR AMUSEMENT ARCADE

Address of Game Room or Amusement Arcade:

1111 Lancaster, 4913 Transit Road
Depew, NY 14043

INFORMATION ON APPLICANT

Name of applicant: Gordon Lee

Street Address: 142 19th Street

City/Town/Village: Brooklyn NY

Phone: (Home) 646 3615100 (Office) 718 872 3322

Corporate Applicants: Use Exhibit "A" to list the name, address, corporate position, date of birth and past five (5) year residences of each corporate officer, director, or holder of ten percent (10%) or more of corporate stock of the applicant corporation.

Co-partnerships Applicants: Use Exhibit "A" to list information on partners.

Individual Owner Applicants: Use Exhibit "A" to list information on self.

INFORMATION ON PROPERTY OWNER (IF NOT THE APPLICANT)

Name _____ Date of Birth ____/____/____

Address _____

List prior address (past 5 years)

File: LICVIDEO (P1)

Name: Michael Keenan Date of Birth 11/11/1951

City/Town/Village: Apex NC 27503

Phone: (Home) _____ (Office) 768-8850

[illegible]

- 1) List of Exhibit "B" attached to this application the number and type of devices proposed for the location.
- 2) Attach a floor plan to this application and mark it Exhibit "C" The floor plan must show the following:
 - a) The space to be occupied approximately detailed and dimensioned showing the exit ways and widths of same.
 - b) The arrangement of the game machines as proposed to be placed in the game room and any other accessory or appurtenant facilities within the room.
- 3) What is the occupancy capacity of the game room? _____ persons.

Applicant must attach to the application Certificates of Insurance indicating current insurance coverage for Worker's Compensation and Disability Benefits Insurance on the applicant's employees

Date: _____

(Name of Applicant) _____

(Signature and Title)

\$ 100.00 Non-refundable application fee

Annual license fee. (The annual fee for a game room license shall be \$500.00 plus \$60.00 for each machine over eight (8)).

S. 8/11/6 on Total Fee K-8858-840.
on 8/11/6

FILE LICVIDEO (P3)

EXHIBIT "A"
INFORMATION ON APPLICANT

Name Gordon Lee Date of Birth 4/21/65
(Circle Status) - Officer - Director - 10% Stockholder - Partner - Owner
Street Address: 2213 East 17th St
City/Town/Village: Omaha NE 68112
Phone: (Home) 644 3615/12 (Office) 718 9466642
List prior address (past 5 years)

Name _____ Date of Birth ____/____/____
(Circle Status) - Officer - Director - 10% Stockholder - Partner - Owner
Street Address: _____
City/Town/Village: _____
Phone: (Home) _____ (Office) _____
List prior address (past 5 years)

Name _____ Date of Birth ____/____/____
(Circle Status) - Officer - Director - 10% Stockholder - Partner - Owner
Street Address: _____
City/Town/Village: _____
Phone: (Home) _____ (Office) _____
List prior address (past 5 years)

File LICVIDEO (P3)

EXHIBIT "B"

INFORMATION ON AMUSEMENT DEVICES

Number	Description
4325	Tokyo Drift
5273	Air Hockey
7841	Super Bikes
8912	Super Bikes
11136	Pool Table
95790	Ms Pacman
2327	Carni
7857	Carni
8671	Carni
8641	Carni
9883	Carni
85963	Carni

File: LICVIDEO (P4)

Town of Lancaster Building Department

21 Central Ave
Lancaster, NY 14086
(716)684-4171

Notice of Violation/Order to Remedy

07/06/16

To: **Sunstar Vending Inc.**
142 19th Street
Brooklyn, NY 11232

Property Location: 4913 Transit Rd

Tax Map#: 115.03-1-37

Violation# : 2016-04121

Violation Date: 07/06/16

Violation: Unlicensed Game Room

An apparent violation of the Zoning/Building Laws exists on the above property. I observed :

License to operate a game room has expired. Letters and correspondence from 5/2/16 to 6/17/16 have gone unanswered.
Insurance certificates are also expired.

This is in violation of the law/ordinance specified below:

Authority: Town of Lancaster Ordinance
Section: 17
Title: Amusement Arcades or Game Rooms
Page: 1703

2
6

Violation Detail:

License.

(1) No person shall maintain or operate a game room in the Town of Lancaster unless it has first been licensed under this local law.

(2) A license shall be effective for a one-year period from date of issuance and thereafter be renewable upon review by the Town Board of the Town of Lancaster.

YOU ARE THEREFORE DIRECTED AND ORDERED to comply with the law and to remedy the condition above on or before 07/20/16.

Failure to remedy these conditions and to comply with the applicable provisions of the law may constitute an offense punishable by fine or imprisonment, or both.

Any person, firm, corporation or other violating any provision of this ordinance shall be deemed guilty of an offense and upon conviction thereof shall be subject to a fine not exceeding \$250, or to imprisonment not exceeding 50 days, or to both such fine and imprisonment, for each and every violation and for each week and every week that such violation continues.

In addition to other penalties, the Town may institute any appropriate action or proceeding to prevent the unlawful erection, construction, alteration, or use of any building or land in violation of the requirements of this ordinance.

Matthew Fischione, Code Enforcement Officer

ACKNOWLEDGMENTS

INDIVIDUAL

STATE OF NEW YORK

SS:

COUNTY OF ERIE

On this ____ day of _____, 20____, before me personally appeared _____
the petitioner, to me known and known to me to be the individual described in and who executed the foregoing
instrument and he acknowledged to me that he executed the same for the purposes herein stated.

Notary Public or Deputy Town Clerk

CORPORATE

STATE OF NEW YORK

SS

COUNTY OF ERIE

On this 13 day of July, 2016, before me personally appeared Gordon Lee
_____, to me known, who, being by me first duly sworn, did depose and say that he resides in Brooklyn
NY, that he is the _____ of _____ the corporation described in and which
executed the foregoing instrument; that he knows the Corporate Seal of said corporation; that the Corporate Seal
affixed to said instrument is such Corporate Seal; that it was affixed by order and authority of the Board of Directors
of said corporation, and that he signed his/her name therein by like order and authority for the purposes herein stated.

JEANETTE ORUZ 
NOTARY PUBLIC, STATE OF NEW YORK
NO. 240870 Notary or Deputy Town Clerk
QUALIFIED IN KINGS COUNTY
COMMISSION EXPIRES 01, 2016
AUG

CORPORATE SEAL

CO-PARTNERSHIP

STATE OF NEW YORK

SS:

COUNTY OF ERIE

On this ____ day of _____, 20____, before me personally appeared _____
_____, the petitioner, to me known and known to me to be one of the firm of _____ described in
and who executed the foregoing instrument and he acknowledged to me that he executed the same as and for the act
and deed of said firm, for the purposes therein stated.

Notary Public or Deputy Town Clerk

CORPORATE SEAL

FOR LOCAL CLIPPING

SUPERVISOR
Johanna M. Coleman

COUNCIL MEMBERS

John M. Abraham Jr.
Dawn Gaczewski
Ronald Ruffino Sr
Matthew Walter



Department of Parks,
Recreation & Forestry

Park Crew Chief
Mark D. Lubera

525 Pavement Road
Lancaster, NY 14086
716-684-3320 phone
716-685-3497 fax

August 3, 2016

Supervisor Johanna Coleman and
Council Members
Town of Lancaster
21 Central Avenue
Lancaster, NY 14086

TC- For Comm.

Dear Supervisor Coleman and Honorable Council Members:

OK-JMC

The resolution for the removal of 25 trees on town property was passed at the July 5th meeting.

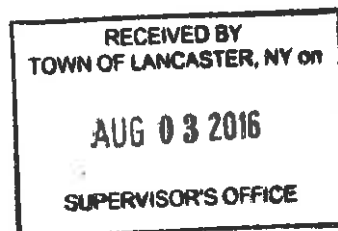
However, the money for this project should have come out of tree fees instead of the Forestry and Community Beautification budget. I respectfully request a new resolution rescinding the funds coming from the Forestry and Community Beautification budget and stating that the monies for this project come out of the tree fees.

If you have any questions or concerns, please contact me at your convenience.

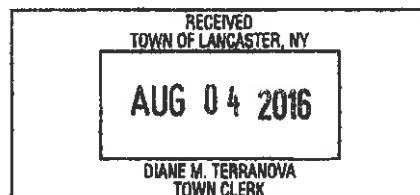
Respectfully submitted,

Mark D. Lubera
Park Crew Chief

MDL:jw



Cc: Kevin Loftus, Town Attorney
Dave Brown, Director of Administration of Finance
Dan Amatura, Highway Superintendent





Town of Lancaster

OFFICE OF THE TOWN ATTORNEY

21 Central Avenue
Lancaster, New York 14086
(716) 684-3342
Fax: (716) 681-7475

459
KEVIN LOFTUS, JR.
Town Attorney
kloftus@lancasterny.gov

Leza E. Braun
Legal Assistant

August 3, 2016

Mr. David Denk
Regional Administrator
N.Y.S. DEC
270 Michigan Avenue
Buffalo, New York 14203-2999

Mr. Matt Salah
Coordinator of Construction Projects
Division of Sewerage Management
95 Franklin Street
Buffalo, New York 14202

Mr. Garrett Hacker
Erie County DPW
Division of Highway
95 Franklin Street
Buffalo, New York 14202

Mr. Ed Rutkowski
Planner
NYS DOT
100 Seneca Street
Buffalo, New York 14203

Ms. Dolores Funke
Erie County Health Department
503 Kensington Avenue
Buffalo, New York 14214

Ms. Mariely Ortiz
Review Planner
Erie County DEP
95 Franklin Street
Buffalo, New York 14202

Re: Designation of Lead Agency
Apple Rubber Products #2562
Addition of +/- 18,888 s.f. 1-story Bldg for Office Area & 43 car Parking
204 Cemetery Road
Town of Lancaster, County of Erie

All:

Please be advised that a private developer has submitted a Site Plan for the construction of +/- 18,888 s.f. addition to the existing structure to include an office area and parking for 43 cars, to be located at 204 Cemetery Road on a +/- 44.48 acre parcel and which has determined to be a "Type I" Action under SEQRA.

The Town Board of the Town of Lancaster advised the developer that an Application and Environmental Assessment Form (EAF) was to be submitted to the Town of Lancaster in order to commence a review of the proposed project under SEQRA.

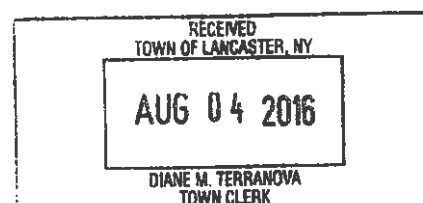
The developer has now submitted the application and EAF and the Town Board of the Town of Lancaster is now notifying all other agencies which may be involved in the approval of this project that within thirty (30) days of the receipt of the enclosed EAF, a lead agency must be designated by agreement among the agencies.

The anticipated impact of this project is primarily of local significance and the Town of Lancaster desires to act as lead agency in investigation and review of the proposed action.

Very truly yours,

Kevin E. Loftus
Town Attorney
KEL:lb
Encs.

cc: Supervisor
Town Clerk
Building Inspector
Town Engineer





Town of Lancaster

OFFICE OF THE TOWN ATTORNEY

21 Central Avenue
Lancaster, New York 14086
(716) 684-3342
Fax: (716) 681-7475

460
KEVIN LOFTUS, JR.

Town Attorney
kloftus@lancasterny.gov

Leza E. Braun
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August 3, 2016

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Re: Designation of Lead Agency
Precision Scale & Balance #5281
Addition of +/- 12,935 s.f. 1-story Bldg for Shop & Warehouse Storage
14 Rotech Drive
Town of Lancaster, County of Erie

All:

Please be advised that a private developer has submitted a Site Plan for the construction of +/- 12,935s.f. addition to the existing structure to include shop space and warehouse storage, to be located at 14 Rotech Drive on a \pm 2.2 acre parcel and which has determined to be a "Type I" Action under SEQR.

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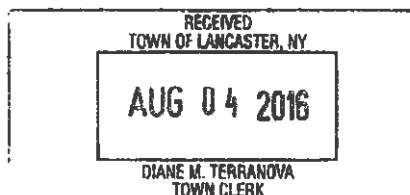
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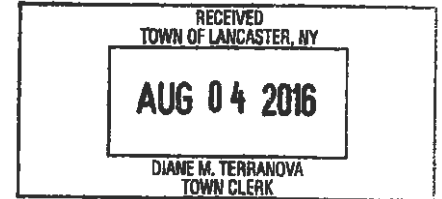
Kevin E. Loftus
Town Attorney
KEL:lb
Encs.

cc: Supervisor
Town Clerk
Building Inspector
Town Engineer



August 3, 2016

Diane Terranova, Town Clerk
Lancaster Town Board
21 Central Avenue
Lancaster, New York 14086



Dear Ms. Terranova,

On behalf of my neighbors, I am requesting that a representative meet with us and review our situation and see firsthand what we are talking about. We would like something to be done to fix the problem we are having behind our homes. I am further requesting that the swale behind our homes not be a land that is protected. The land in question is behind 34, 36, 38, & 40 Pheasant Run Lane. This area of land is and was intended to be a swale. An area for storm water management to collect water and then slowly drain out like a bathtub. This original grassed swale has been over taken by the Cat Tails that are running amuck behind our houses.

Three of my neighbors have called for someone to clean up this mess over the years, as well as I have, hoping our voices would be heard. It has been over a three year period alone for me. We have been patient and followed the chain of command. One of my neighbors has lived here for 30 years and told me that the area in questioned was taken care by the town regularly and now it seems as no one cares. The neighbor next to him was overjoyed that a crew finally came out to take care of our problem. Unfortunately, they were halted by a screaming person across the middle area in the town of Depew. The worker called his boss and the work stopped. A letter followed by a resident that lives at 22 Pheasant. His house is nowhere near our backyards with the problem. His area is grassy and looks like what a swale should look like.

This area needs to be addressed and put back the way it should be. We are so very, very close to the Cat Tails that are growing out of control that we are having animals such as a fox and ground hogs come extremely close to us in our backyards. I do not want anyone, especially the children, bite by an animal that might be disoriented or scared. Another concern is that the Cat Tails are growing so tall. When their brown flower head pops open the white fluff and seeds are carried by the wind. Your screens get clogged up over and over again heightening your allergies. Again, this is happening in our area and not half a block down from us.

It is our hope that we can reach an agreement to settle the problems we are having. I will call your office in a couple of days to see if we can set up a meeting. In this way you can view the pictures for yourself or come to one of our homes to see what we are talking about. Thank you in advance for your time in this matter.

Sincerely,

S. Rusinski

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DIANE M. TERRANOVA, TOWN CLERK
TOWN OF LANCASTER
21 CENTRAL AVE.
LANCASTER, N.Y. 14086
AREA CODE 1-716 683-9028

COPY

August 5, 2016

Buffalo News
Lancaster Correspondent
1 News Plaza
Buffalo, New York 14240

Lancaster Bee
5564 Main Street
Williamsville, New York 14221

Lancaster Source
75 Boxwood Lane
Cheektowaga, New York 14227

COPY

NOTICE OF RESCHEDULED MEETING OF THE LANCASTER TOWN BOARD


Please take official notice that due to the observance of the Labor Day holiday, the first meeting of September will be held on Tuesday, September 6, 2016, pursuant to the Town Board's Rules of Order.

This meeting will be held in the Board Room of the Town Hall, 21 Central Avenue, Lancaster, New York, at 7:00 P.M. Each Town Board Meeting is preceded by an open work session to be held at 6:30 P.M.

Thank you for your cooperation in disseminating this information to the public. Please call me at 683-9028 if you have any questions.

Sincerely yours,

OFFICE OF THE TOWN CLERK


Diane M. Terranova
Town Clerk

DMT/dm

cc: Town Board

POST on Town Clerk's Bulletin Board

File: MEDIAMTG (P5)

COPY

COPY

COPY

DIANE M. TERRANOVA, TOWN CLERK
TOWN OF LANCASTER
21 CENTRAL AVE.
LANCASTER, N.Y. 14086
AREA CODE 1-716 683-9028

463

COPY

August 5, 2016

Buffalo News
Lancaster Correspondent
1 News Plaza
Buffalo, New York 14240

Lancaster Bee
5564 Main St
Williamsville, New York 14221

**NOTICE OF SPECIAL MEETING OF THE TOWN BOARD AND PLANNING BOARD OF
THE TOWN OF LANCASTER**

Notice is hereby given that the Municipal Review Committee, comprised of the Town Board and the Planning Board of the Town of Lancaster, will hold a meeting on Monday, August 15, 2016 at 6:15 P.M. at the Town Hall, 21 Central Avenue, Lancaster, New York for the SEQRA Review: Site Plan: Russell's Metal Storage Addition, 6675 Transit Road.

Thank you for your cooperation in disseminating this information to the public. Please call me at 683-9028 if you have any questions.

Sincerely yours,

OFFICE OF THE TOWN CLERK



Diane M. Terranova, Town Clerk

DMT/dm
cc: Town Board

NOTE: Post on Town Clerk's Bulletin Board

COPY

COPY

COPY

COPY



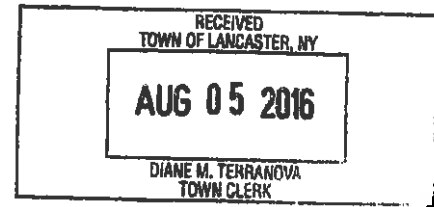
Town Line Volunteer Fire Department, Inc.

6507 Broadway, Lancaster, New York 14086

716.683.0385

464

August 2, 2016



Ms. Diane Terranova
Lancaster Town Clerk
21 Central Avenue
Lancaster, NY 14086

Dear Ms. Terranova:

This letter is to advise the following individual has been approved for membership by the Town Line Volunteer Fire Department, Inc. Proper background checks have also been conducted with the Lancaster Police Department and the Erie County Sheriffs.

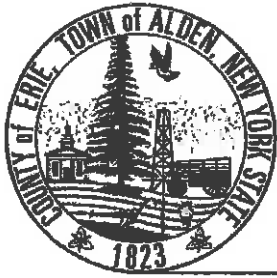
Mr. Joshua Conklin
535 Erie Street
Lancaster, NY 14086

Please notify me once the above-mentioned individual has been approved by the Town Board so they can be obligated as members of our department.

Thank you for your attention to this matter. Should you have questions, please contact me at (716) 548-5312

Regards,


Richard E. DeVries – Vice President
Town Line Fire Department



465

DEBRA CRIST
ALDEN TOWN CLERK

(716) 937-6969 ext. 2
(716) 937-9817 Fax

ALDEN TOWN HALL
3311 WENDE ROAD
ALDEN, NEW YORK 14004

TC - Fol Comm.

August 2, 2016

Town of Lancaster
21 Central Ave.
Lancaster, N.Y. 14086

Re: Local Law #2/2016

Local Law No. 2 of the Year 2016 entitled "Solar Siting"

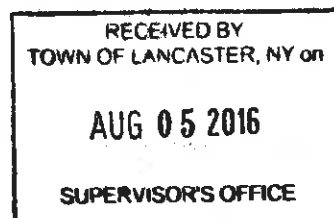
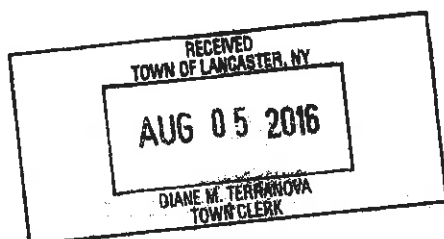
Attached please find a copy of the Proposed Local Law for your review.

Any questions please contact the Town Clerk's Office.

Very Truly Yours,

Alden Town Clerk's Office

DAC/Enc. (1)



Version 4 R. Savage 7/28/16

(note: this local law will replace current 20-25 and section D of 20-26)

Town of Alden, Chapter 20. Zoning Local Law #2 / 2016

Article 20-25. Solar Siting

§ Purpose and intent.

A.

Solar energy is a renewable and nonpolluting energy resource that can reduce fossil fuel emissions and reduce a municipality's energy load. Energy generated from solar energy systems can be used to offset energy demand on the grid where excess solar power is generated.

B.

This article aims to promote the accommodation of solar energy systems and equipment and the provision for adequate sunlight and convenience of access necessary therefor, and to balance the potential impact on neighbors when solar collectors may be installed near their property while preserving the rights of property owners to install solar energy systems without excess regulation.

Definitions.

As used in this article, the following terms shall have the meanings indicated, unless the context or subject matter requires otherwise.

ALTERNATIVE ENERGY SYSTEMS

Structures, equipment, devices or construction techniques used for the production of heat, light, cooling, electricity or other forms of energy on site and which may be attached to or separate from the principal structure.

BUILDING-INTEGRATED PHOTOVOLTAIC (BIVP) SYSTEMS

A solar energy system that consists of integrating photovoltaic modules into the building structure, such as the roof or the facade and which does not alter the relief of the roof. **COLLECTIVE SOLAR**

Solar installations owned collectively through subdivision homeowner associations, college student groups, "adopt-a-solar-panel" programs, or other similar arrangements.

FLUSH-MOUNTED SOLAR PANEL

A photovoltaic panel or tile that is installed flush to the surface of a roof and which cannot be angled or raised.

FREESTANDING OR GROUND-MOUNTED SOLAR ENERGY SYSTEM

A solar energy system that is directly installed in the ground and is not attached or affixed to an existing structure. Pole-mounted solar energy systems shall be considered

freestanding or ground-mounted solar energy systems for purposes of this chapter.

NET-METERING

A billing arrangement that allows solar customers to get credit for excess electricity that they generate and deliver back to the grid so that they only pay for their net electricity usage at the end of the month.

PERMIT GRANTING AUTHORITY

The Town Code Compliance Department, which is charged with granting permits for the operation of solar energy systems.

PHOTOVOLTAIC (PV) SYSTEM

A solar energy system that produces electricity by the use of semiconductor devices, called photovoltaic cells that generate electricity whenever light strikes them. **QUALIFIED SOLAR INSTALLER**

A person who has skills and knowledge related to the construction and operation of solar electrical equipment and installations and has received safety training on the hazards involved. Persons who are on the list of eligible photovoltaic installers maintained by the New York State Energy Research and Development Authority (NYSERDA), or who are certified as a solar installer by the North American Board of Certified Energy Practitioners (NABCEP), shall be deemed to be qualified solar installers for the purposes of this definition. Persons who are not on NYSERDA's list of eligible installers or NABCEP's list of certified installers may be deemed to be qualified solar installers if the Town Code Compliance Supervisor or such other Town officer or employee as the Town Board designates determines such persons have had adequate training to determine the degree and extent of the hazard and the personal protective equipment and job planning necessary to perform the installation safely. Such training shall include the proper use of special precautionary techniques and personal protective equipment, as well as the skills and techniques necessary to distinguish exposed energized parts from other parts of electrical equipment and to determine the nominal voltage of exposed live parts. **ROOFTOP OR BUILDING-MOUNTED SOLAR SYSTEM**

A solar power system in which solar panels are mounted on top of the structure of a roof either as a flush-mounted system or as modules fixed to frames which can/may be tilted toward the south at an optimal angle.

SETBACK

The distance from a front lot line, side lot line or rear lot line of a parcel within which a freestanding or ground-mounted solar energy system is installed.

SMALL-SCALE SOLAR

For purposes of this chapter, the term "small-scale solar energy system" is an accessory use or structure, designed and intended to generate energy for a principal use located on site. Excess energy, if produced may be sold to a utility under a net metering agreement, the overall surface area of solar collectors are 5000 square feet or less.

SOLAR ACCESS

Space open to the sun and clear of overhangs or shade, including the orientation of

streets and lots to the sun so as to permit the use of active and/or passive solar energy systems on individual properties.

SOLAR COLLECTOR

A solar photovoltaic cell, panel, or array, or solar hot air or water collector device, which relies upon solar radiation as an energy source for the generation of electricity or transfer of stored heat.

SOLAR ENERGY EQUIPMENT/SYSTEM

Solar collectors, controls, energy storage devices, heat pumps, heat exchangers, and other materials, hardware or equipment necessary to the process by which solar radiation is collected, converted into another form of energy, stored, protected from unnecessary dissipation and distributed. Solar systems include solar thermal, photovoltaic and concentrated solar. For the purposes of this chapter, a solar energy system does not include any solar energy system of four square feet in size or less.

SOLAR FARM OR SOLAR POWER PLANT

Energy generation facility or area of land principally used to convert solar energy to electricity, whether by photovoltaic's, concentrating solar thermal devices or various experimental solar technologies, with the primary purpose of wholesale or retail sales of electricity.

SOLAR PANEL

A device for the direct conversion of solar energy into electricity.

SOLAR STORAGE BATTERY

A device that stores energy from the sun and makes it available in an electrical form.

SOLAR THERMAL SYSTEMS

Solar thermal systems directly heat water or other liquid using sunlight.

The heated liquid is used for such purposes as space heating and cooling, domestic hot water, and heating pool water.

§20-25.1 Applicability.

[1.]The requirements of this article shall apply to all solar energy system and equipment installations modified or installed after the effective date of this article.

[2.]Solar energy system installations for which a valid building permit has been issued or, if no building permit is presently required, for which installation has commenced before the effective date of this article, shall not be required to meet the requirements of this article.

[3.]All solar energy systems shall be designed, erected and installed in accordance with all applicable codes, regulations and industry standards as referenced in the State

Building Code and the Town Code.

[4.]Solar collectors, unless part of a solar farm or solar power plant, shall be permitted only to provide power for use by owners, lessees, tenants, residents, or other occupants the premises on which they are erected, but nothing contained in this provision shall be construed to prohibit collective solar installations or the sale of excess power through net billing or net-metering arrangement in accordance with New York Public Service Law § 66-j or similar state or federal statute.

§ 20-25.2. Permit required; construction and placement requirements.

[1.] No small-scale solar energy system or device shall be installed or operated in the Town except in compliance with this article.

[2.] Rooftop and building-mounted solar collectors. Rooftop and building-mounted solar collectors are permitted in all zoning districts in the Town subject to the following conditions:

(a.) Building permits shall be required for installation of all rooftop and building-mounted solar collectors, except a separate building permit shall not be required for flush-mounted photovoltaic panels installed as a part of a new construction.

(b.) Rooftop and building-mounted solar collectors shall not exceed the maximum allowed height of the principal use in any zoning district. Total height is defined as the structure and the solar installation and any brackets/fastenings.

[3.] Fire safety and emergency access.

(a.)In order to ensure firefighter and other emergency responder safety, except in the case of accessory buildings under 1,000 square feet in area, there shall be a minimum 30" perimeter area to provide space on the roof for walking around all rooftop and building mounted solar collectors. Additionally, installations shall provide for adequate access and spacing in order to:

(a.1) Ensure access to the roof;

(a.2) Provide pathways to specific areas of the roof;

(a.3) Provide for smoke ventilation opportunity

areas; (a.4) Provide emergency egress from the roof.

(a.5) Exceptions to these requirements may be requested where access, pathway or ventilation requirements are reduced due to:

(a.5.1) Unique site specific limitations;

(a.5.2) Alternative access opportunities (as from adjoining roofs);

(a.5.3) Ground-level access to the roof area in question;

(a.5.4) Other adequate ventilation opportunities when approved by the Code Compliance Department;

(a.5.5) Adequate ventilation opportunities afforded by panel setback from other rooftop equipment (for example: shading or structural constraints may leave significant areas open for ventilation near HVAC equipment.);

(a.5.6) Automatic ventilation device; or New technology, methods, or other innovations that ensure adequate emergency responder access, pathways and ventilation opportunities.

[4.] Glare or Glint

(a.) If any roof or ground mounted solar collection device installation causes glare or glint onto neighboring properties or roadways, the installation must be immediately modified to remove such glare or glint.

[5] In the event any of the standards in this subsection are more stringent than the New York State Uniform Fire Prevention and Building Code (the "State Code"), they shall be deemed to be installation guidelines only and the standards of the State Code shall apply.

[6.] Building-integrated photovoltaic (BIPV) systems. BIPV systems are permitted in all

zoning districts and shall be shown on the plans submitted for the building permit application for the building containing the system.

[7.] Freestanding and ground-mounted solar collectors. Freestanding or ground-mounted solar collectors are permitted as accessory structures in all zoning districts of the Town subject to the following conditions:

(a.) Building permits are required for the installation of all ground-mounted and freestanding solar collectors and they must be located in the side or rear yards.

(b.) In the R1 and R2 Districts a lot must have a minimum size of 40,000 square feet with an unencumbered space of 30,000 square feet in order for a ground-mounted or freestanding solar collector to be permitted. Unencumbered space is the lot space available minus all structures, the front yard, and the driveway(s).

(c.) The location of the ground-mounted or freestanding solar collector shall meet the following setback requirements and limitations set forth in this provision:

(c.1) RA, R1, and R2 District

{1.} Minimum required side yard setback: 30 feet.

{2.} Minimum required rear yard setback: 100 feet.

{3.} Minimum required front yard setback: 250 feet.

{4.} No free standing/ground mounted systems allowed in front yard.

(c.2) R3 District.

{1.} Minimum required side yard setback: 20 feet.

{2.} Minimum required rear yard setback: 50 feet.

{3.} Minimum required front yard setback: 250 feet.

{4.} Minimum unencumbered lot size for ground mounted systems = 30,000 sq. feet.

{5.} No ground mounted or free standing permitted in front yards.

(c.3) RC District.

{1.} No ground mounted and free -standing solar collectors are not permitted in connection with any use

(c.4) C1 and C2 Districts.

{1.} Ground mounted and free- standing solar Collectors are permitted in a C1 or C2 district as an accessory use only subject to the following:

{2.} Minimum required side yard setback: 30 feet.

{3.} Minimum required rear yard setback: 40 feet.

{4.} No ground-mounted or freestanding solar collectors allowed in front yard.

{5.} Minimum unencumbered lot space of 40,000 sq. feet.

{6.} Not permitted if abutting an R1 or R2 district

(c.5) C3, M1, & M2 Districts.

{1.} Ground mounted and free standing solar collectors are not permitted in any M1 or M2 district unless there is 30,000 sq. feet of unencumbered side or rear yard available. Not permitted in side yard if side yard abuts a residential zone.

{2.} Minimum required side yard setback: 30 feet.

{3.} Minimum required rear yard setback: 40 feet.

{4.} Minimum required front yard setback: 250 feet.

{5.} The height of the solar collector and any mounts shall not exceed 15 feet when oriented at maximum tilt.

20-25.3 General Provisions relative to Solar Equipment

[1.] Ground-mounted and freestanding solar collectors shall be screened when possible and practicable from adjoining lots and street rights-of-way through the use of architectural features, landscaping, fencing or other screening which will harmonize with the character of the property and surrounding area. All ground mounted and free standing solar collectors/energy systems in any R1, R2, or R3 district must be fenced with a fence at least 4' in height. An exception can be granted if the entire yard is already fenced. The proposed screening shall not interfere with normal operation of the solar collectors.

[2.] The height of the free-standing or ground mounted collectors including collector mounts shall not exceed 15 feet when oriented at full tilt.

[3.] Solar energy equipment shall be located in a manner to reasonably minimize view blockage for surrounding properties and shading of property to the north, while still providing adequate solar access for collectors.

[4.] Solar energy equipment shall not be sited within any required buffer area nor is it permitted to be placed on any berms.

[5.] The area beneath ground-mounted and freestanding solar collectors shall be included in calculating whether the lot meets maximum permitted lot building coverage and lot surface coverage requirements for the applicable district, notwithstanding that the collectors are not "buildings."

[6.] The installation of ground-mounted and freestanding solar collectors shall be considered a development or development activity for purposes of Stormwater Management, of the Code 17C of the Town of Alden.

[7] Solar thermal systems. Solar thermal systems are permitted in all zoning districts subject to the following conditions:

[a.] Building permits are required for the installation of all solar thermal systems.

[b.] Ground-mounted and freestanding solar thermal systems shall be subject to the same requirements set forth in Subsection D above as for ground-mounted and freestanding solar collectors.

[8.] Solar energy systems and equipment shall be permitted only if they are determined by the Town not to present any unreasonable safety risks, including, but not limited to, the following:

[a.] Weight load As determined by a structural engineer.

[b.] Wind resistance.

[c.] Ingress or egress in the event of fire or other emergency.

[9.] Solar collectors and related equipment shall be surfaced, designed and sited so as not to reflect glare or glint onto adjacent properties and roadways.

§20-25.4 . Safety.

[1.] All solar collector installations must be performed by a qualified solar installer.

[2.] Prior to operation, electrical connections must be inspected by a Town Code Enforcement Officer and by an appropriate electrical inspection person or agency, as determined by the Town.

[3.] Any connection to the public utility grid must be inspected by the appropriate public utility.

[4.] Solar energy systems shall be maintained in good working order. Area underneath any freestanding or ground mounted collectors must be regularly mowed.

[5.] Rooftop and building-mounted solar collectors shall meet New York's Uniform Fire Prevention and Building Code standards.

[6.] If solar storage batteries are included as part of the solar collector system, they must be placed in a secure container or enclosure meeting the requirements of the New York State Building Code when in use and when no longer used shall be disposed of in accordance with the laws and regulations of the Town and other applicable laws and

regulations.

[7.] If a solar collector ceases to perform its originally intended function for more than 12 consecutive months, the property owner shall remove the collector, mount and associated equipment by no later than 90 days after the end of the twelve-month period.

[8.] Marking of equipment.

(a.) Solar energy systems and equipment shall be marked in order to provide emergency responders with appropriate warning and guidance with respect to isolating the solar electric system. Materials used for marking shall be weather resistant. For residential applications, the marking may be placed within the main service disconnect. If the main service disconnect is operable with the service panel closed, then the marking should be placed on the outside cover.

(b.) For commercial application, the marking shall be placed adjacent to the main service disconnect in a location clearly visible from the location where the lever is operated.

(3.) In the event any of the standards in this Subsection H for markings are more stringent than applicable provisions of the New York State Uniform Fire Prevention and Building Code (the "State Code"), they shall be deemed to be guidelines only and the standards of the State Code shall apply.

§ 20-25.5 Solar Farms and Solar Power Plants.

Solar farms and solar power plants shall be permitted in the RA District, on a 4 to 20 acre parcel, as an "electric generating" use subject to site plan review by the Planning Board, subject to the following supplementary regulations:

[1.] Solar farms and solar power plants shall be enclosed by perimeter fencing to restrict unauthorized access at a height of 8-112 feet.

[2.] The manufacturer's or installer's identification and appropriate warning signage shall be posted at the site and clearly visible at every 200' interval.

[3.] Solar farm and solar power plant buildings and accessory structures shall, to the extent reasonably possible, use materials, colors, and textures that will blend the facility into the existing environment. Solar farms must have a minimum setback from the

road of 600' and side/rear setbacks of 100'. In no case can a solar farm be situated in front of adjacent residences.

[4.] Appropriate landscaping and/or screening materials may be deemed by the Town Board as required to help screen the solar power plant and accessory structures from major roads and neighboring residences.

[5.] The average height of the solar panel arrays shall not exceed 12 feet.

[6.] Solar farm and solar power plant panels and equipment shall be surfaced, designed and sited so as not to reflect glare or glint onto adjacent properties and roadways.

[7.] On-site power lines shall, to the maximum extent practicable, be placed underground.

[8.] Decommissioning and Restoration

The applicant shall include the following information regarding decommissioning of a solar farm or solar power plant:

- (a.) The anticipated life of each solar farm or solar power plant.
- (b.) The estimated decommissioning costs in current (at the time of application) in US dollars,
- (c.) The method and schedule for updating the costs of decommissioning the site,
- (d.) The method of ensuring that funds will be available for decommissioning and restoration,
- (e.) The anticipated manner in which the site will be decommissioned,
- (f.) The Alden Town Board will require the applicant or operator of a solar farm or power plant to provide an appropriate and adequate demolition financial security bond in an amount approved by the Town Board for purposes of removing the solar farm or solar power plant when the owner or operator fails to do so as outlined in this section. The sufficiency of the bond shall be estimated initially and every five years thereafter by a NYS engineer, hired by the Town of Alden with all costs paid by the operator/owner of

the system, shall provide a current estimated cost of decommissioning and restoration via a report to the Town Board. If said analysis indicates that the bond on file is inadequate it must be increased to the new estimated amount and filed with the Town Clerk. Proof of the decommissioning security bond must be provided by the owner or operator of the solar farm or solar power plant annually on January 1.

(g.) Solar farms or solar power plants that are not used for 12 consecutive months shall be deemed abandoned and shall be dismantled and removed from the property at the expense of the property owner. Solar farms that are not removed within the time frames described herein may be removed by the Town or a contractor designated by the Town utilizing the required decommissioning financial security bond. Failure to abide by and faithfully comply with this section or with any and all conditions that may be attached to the

granting of any building permit shall constitute grounds for the revocation of the permit by the building Division.

(h.) Grass, brush and weeds must be regularly mowed under and between the arrays during spring, summer and fall to keep the vegetation from over taking the farm. If applicable, sheep may be kept in the enclosure as an alternative to mechanical mowing. Use of herbicide is discouraged.

§ 20-25.6 Appeals.

[1.] If a person is found to be in violation of the provisions of this article, appeals should be made in accordance with the established procedures and time limits of the Zoning Code and New York State Town Law.

[2.] If a building permit for a solar energy device is denied based upon a failure to meet the requirements of this article, the applicant may seek relief from the Zoning Board of Appeals in accordance with the established procedures and time limits of the Zoning Code and New York State Town Law.

§ 20-25.7 Building permit fees for solar panels.

[1.] The fees for all building permits required pursuant to this article shall be paid at the time each building permit application is submitted in such reasonable amount as the Town Board may by resolution establish and amend from time to time. For a solar farm the building permit fee will be adopted at the organizational meeting each year.

§ 20-25.8 Guidelines for future solar access.

[1.] Consideration by the Town planning board may be made when reviewing new developments to ascertain if they can be sited to take advantage of solar access insofar as practical, including the orientation of proposed buildings with respect to sun angles, the shading and windscreen potential of existing and proposed vegetation on and off the site, and the impact of solar access to adjacent uses and properties.

Account#	Account Description	Fee Description	Qty	Local Share
A1255	Conservation	Conservation	20	68.35
	Town Clerk Fees	Marriage License Fee	30	525.00
		Sub-Total:		\$593.35
A2189	Storm Water Pollution Prevention	Storm Water Pollution Prevention	2	1,350.00
		Sub-Total:		\$1,350.00
A2401	Interest Savings	Interest Savings	1	4.21
		Sub-Total:		\$4.21
A2540	Racing & Wagering Fees	Bingo Proceeds	31	660.48
		Sub-Total:		\$660.48
A2544	Dog License & Redemption Fees	Dog Redemption	7	230.00
		Exempt Dogs	1	0.00
		Female, Spayed	288	3,456.00
		Female, Unspayed	20	340.00
		Male, Neutered	291	3,492.00
		Male, Unneutered	26	442.00
		Replacement Tags	5	15.00
		Late Fee	78	625.00
		Senior Discount	82	-656.00
		Sub-Total:		\$7,944.00
A2770	Photos, Street Maps, Zone M&B	Copy Photo Request	13	3.25
		Map - Town	2	6.00
		Sub-Total:		\$9.25
B1560	Safety Inspection Fees	Fire Code	7	350.00
		Sub-Total:		\$350.00
B1603	Vital Statistics Fee	Copy Birth Certificate	3	30.00
		Copy Death Certificate	67	1,070.00
		Copy Genealogy	1	10.00
		Copy Marriage Certificate	37	150.00
		Sub-Total:		\$1,260.00
B2110	Zoning Fees	Hearing - Zoning Board	6	1,571.00
		Zoning Inspection/Compliance	1	50.00
		Sub-Total:		\$1,621.00
B2555	Building & Alteration Permits	Building	135	9,037.30
		Occupancy	22	1,580.00
		Plumbing	22	810.00
		Res. Truss	3	150.00
		Sign	4	135.54
		Sub-Total:		\$11,712.84
B2570	Commercial Site Plan Review	Review Commercial Site Plan	5	4,675.00
		Sub-Total:		\$4,675.00
ET33-2770	Tree Planting Fees	Tree Planting	22	3,600.00

Account#	Account Description	Fee Description	Qty	Local Share
			Sub-Total:	\$3,600.00
ET37-2770	Recreation Filing Fee	Recreation Filing	22	27,500.00
			Sub-Total:	\$27,500.00
SG2130	Refuse & Garbage Fees	Refuse & Garbage Impact	22	3,582.15
			Sub-Total:	\$3,582.15
T0035	PIP & Inspection	PIP Inspection	4	52,571.68
			Sub-Total:	\$52,571.68
			Total Local Shares Remitted:	\$117,433.96
Amount paid to: NYS Ag. & Markets for spay/neuter program				717.00
Amount paid to: NYS Dept. of Health Marriage Lic.				675.00
Amount paid to: NYS Environmental Conservation				1,169.65
Total State, County & Local Revenues:		\$119,995.61		
			Total Non-Local Revenues:	\$2,561.65

To the Supervisor:

Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Diane M. Terranova, Town Clerk, Town of Lancaster during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.

Supervisor

Date

Diane M. Terranova 8/5/16
Town Clerk Date

Account Statement Summary

Agent ID : 1029 Telephone : (716)-683-9028
 Agent Name : TOWN OF LANCASTER
 Address : 21 Central Ave
 Erie
 Lancaster NY 14086

Account Notice # : 1029-31 Account Notice Date : 08/01/2016
 Billing Period : 07/01/2016-07/31/2016

Sales Summary

Gross Sales : 1,238.00
 Commissions : 68.35
 Net Sales : 1,169.65

Account Details**Open Amounts****Pending Amounts**

Previous Balances	0.00	0.00
Current Charges : Net Sales	1,169.65	
Current Charges : Adjustments	0.00	
Current Charges : Non Returned Documents	0.00	
Previously Disputed Transactions (Resolved this period)	0.00	0.00
ACH Failures reported		0.00
ACH Failures Paid (this period)		0.00
ACH Failures Scheduled for Payment (this ACH)	0.00	0.00
Total	1,169.65	0.00

Agent Review Activity Since 08/01/2016**Open Amounts****Pending Amounts**

Amount Disputed	0.00	0.00
Disputed Amounts Resolved	0.00	0.00
New ACH Failures Reported		0.00
ACH Failures Paid		0.00
ACH Failures Scheduled for Payment (since 08/01/2016)	0.00	0.00
Total	0.00	0.00

Account Summary

Amount to be Swept on or after
 08/14/2016 12:00:00 AM 1,169.65
 Pending Charges 0.00
 Account Balance 0.00

Daily Split of the Billing Period :
--

Date	# of Txns	Gross Sales	Commissions	Net Sales
01-JUL-16	6	153.00	8.44	144.56
02-JUL-16	0	0.00	0.00	0.00
03-JUL-16	0	0.00	0.00	0.00
04-JUL-16	0	0.00	0.00	0.00
05-JUL-16	4	100.00	5.52	94.48
06-JUL-16	2	50.00	2.76	47.24
07-JUL-16	5	128.00	7.06	120.94
08-JUL-16	1	25.00	1.38	23.62
09-JUL-16	0	0.00	0.00	0.00
10-JUL-16	0	0.00	0.00	0.00
11-JUL-16	3	75.00	4.14	70.86
12-JUL-16	1	5.00	0.28	4.72
13-JUL-16	2	50.00	2.76	47.24
14-JUL-16	5	105.00	5.80	99.20
15-JUL-16	4	85.00	4.69	80.31
16-JUL-16	0	0.00	0.00	0.00
17-JUL-16	0	0.00	0.00	0.00
18-JUL-16	3	25.00	1.38	23.62
19-JUL-16	1	25.00	1.38	23.62
20-JUL-16	2	10.00	0.56	9.44
21-JUL-16	2	30.00	1.66	28.34
22-JUL-16	4	80.00	4.42	75.58
23-JUL-16	0	0.00	0.00	0.00
24-JUL-16	0	0.00	0.00	0.00
25-JUL-16	1	25.00	1.38	23.62
26-JUL-16	2	50.00	2.76	47.24
27-JUL-16	3	55.00	3.04	51.96
28-JUL-16	1	25.00	1.38	23.62
29-JUL-16	6	137.00	7.56	129.44
30-JUL-16	0	0.00	0.00	0.00
31-JUL-16	0	0.00	0.00	0.00
Total :		1,238.00	68.35	1,169.65

08/01/2016
9:48:06 AM
Mary Nowak

Town of Lancaster
DECALS Import Transaction Report
July 01, 2016 - July 31, 2016

Page: 1

<u>Date</u>	<u>Agent Total Sales</u>	<u>Less Commission</u>	<u>Net Due to Encon</u>	<u>UserID</u>
07/01/2016	153.00	8.44	144.56	FRONT2
07/05/2016	100.00	5.52	94.48	FRONT2
07/06/2016	50.00	2.76	47.24	FRONT2
07/07/2016	128.00	7.06	120.94	FRONT2
07/08/2016	25.00	1.38	23.62	FRONT2
07/11/2016	75.00	4.14	70.86	FRONT2
07/12/2016	5.00	0.28	4.72	FRONT2
07/13/2016	50.00	2.76	47.24	FRONT2
07/14/2016	105.00	5.80	99.20	FRONT2
07/15/2016	85.00	4.69	80.31	FRONT2
07/18/2016	25.00	1.38	23.62	FRONT2
07/19/2016	25.00	1.38	23.62	FRONT2
07/20/2016	10.00	0.56	9.44	FRONT2
07/21/2016	30.00	1.66	28.34	FRONT2
07/22/2016	80.00	4.42	75.58	FRONT2
07/25/2016	25.00	1.38	23.62	FRONT2
07/26/2016	50.00	2.76	47.24	FRONT2
07/27/2016	55.00	3.04	51.96	FRONT2
07/28/2016	25.00	1.38	23.62	FRONT2
07/29/2016	137.00	7.56	129.44	FRONT2
Report Totals:	\$1,238.00	\$68.35	\$1,169.65	

Monthly Report of Marriage Licenses Issued

SEE INSTRUCTIONS AT BOTTOM OF PAGE

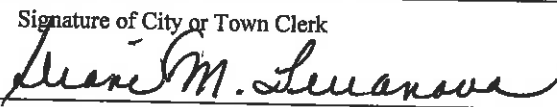
Report for the month of July	2016	DEP NO. _____ \$ _____ Check # _____
City or Town of <u>Lancaster</u>		DO NOT WRITE IN ABOVE SPACE
County of <u>Erie</u>		

Pursuant to the provisions of Section 15 of the Domestic Relations Law, as last amended by Chapter 62 of the Laws of 2003, I herewith transmit to the State Commissioner of Health a fee of twenty two dollars and fifty cents for each marriage license issued by me during the month covered by this report.

Licenses issued were numbered from **91** to **120** inclusive.

(If ONE license was issued place number in the first space only!)

(If NO licenses were issued write "NONE" in the above space.)

Make remittance by CHECK or MONEY ORDER payable to the State Department of Health DO NOT SEND CASH Amount of remittance with this report \$ 675.00	Name of City or Town Clerk (Please Print) Diane Terranova	
	Signature of City or Town Clerk 	Date 08/01/2016
	Mailing Address 21 Central Ave Lancaster, NY 14086	
	E-mail Address dterranova@lancasterny.gov	Phone (716) 683-9028

INSTRUCTIONS

THIS MONTHLY REPORT OF MARRIAGE LICENSES ISSUED MUST BE TRANSMITTED TO THE STATE DEPARTMENT OF HEALTH AT THE ABOVE ADDRESS FOR EACH MONTH regardless of whether or not any licenses were issued. If no licenses were issued, indicate NONE in the space provided for license numbers.

The issuance of a marriage license makes you responsible for the remittance fee of \$22.50, regardless of whether or not the marriage ceremony is ever performed.

Marriage licenses must be numbered and reported consecutively throughout the year starting with number 1 at the beginning of EACH calendar year.

Pursuant to the authority of Section 19 of the New York State Domestic Relations Law, the Commissioner of Health has directed that this report, together with any fee must be transmitted to the State Department of Health by the 15th of the month following the month which the report covers.

New York State Domestic Relations Law 22 provides that any Town or City Clerk who violates or fails to comply with any of the above mentioned reporting or filing requirements, shall be deemed guilty of a misdemeanor and shall pay a fine not exceeding the sum of one hundred dollars on conviction thereof.

Mary Nowak

Page: 1

For Transaction Type: Planning & Zoning
For Fee Type: Storm Water Pollution Prevention
Date Range: 07/01/2016 to 07/31/2016

Transaction Type	Fee Type	Receipt #	Date	Customer	Qty	Total
Planning & Zoning	Storm Water Pollution Prevention	2	07/12/2016	Arena, Angry Buffalo at Rose	1	\$500.00
Planning & Zoning	Storm Water Pollution Prevention	2	07/25/2016	Expansion, Apple Rubber 310 Erie Street Lancaster, NY 14086	1	\$850.00
					Total Quantity:	2
					Grand Total:	\$1,350.00

STATE OF NEW YORK

REPORT OF BINGO FEES COLLECTED

PURSUANT TO CHAPTER 437 & 438, LAWS OF 1962

DO NOT WRITE IN THIS SPACE

AMOUNT REC'D. _____ ENT. BY _____
REFUND _____ CHECKED BY _____
DEPOSITED _____ CODE _____SHEET NO. 1 OF 1MONTH OF July, 2016NAME OF MUNICIPALITY Town of Lancaster COUNTY ErieP.O. ADDRESS 21 Central Ave, Lancaster, NY 14086

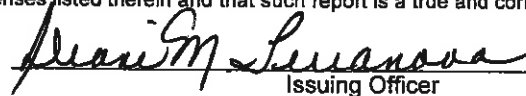
CODE NUMBER _____

NAME OF ORGANIZATION	LICENSE NO.	NUMBER OF OCCASIONS	AMOUNT
A.) TOTAL FEES COLLECTED			\$0.00
B.) DELIVERED TO MUNICIPAL TREASURY			\$0.00
C.) TRANSMITTED HERewith TO STATE COMPTROLLER			\$0.00

TOTALS

CERTIFICATION OF ISSUING OFFICER:

Town Clerk _____ of the Diane Terranova _____, hereby certifies that -he is the
Town of Lancaster
State of New York; that -he has prepared the annexed report, issued the licenses listed therein and that such report is a true and correct statement
of operations for the period which it covers.



Issuing Officer

CERTIFICATION OF REMITTING OFFICER:

Supervisor _____ of the Johanna M. Coleman _____, hereby certifies that -he is the
Town of Lancaster
State of New York; that -he has examined the annexed report, that - he knows such report to be a true and correct statement of operations for the period
which it covers and that the amount remitted herewith is the full amount payable to the State Comptroller for such period pursuant to Chapter 438 of
the Laws of 1962, as amended.

Remitting Officer

STATE OF NEW YORK
REPORT OF GAMES OF CHANCE
FEES COLLECTED

PURSUANT TO CHAPTER 960, LAWS OF 1976

DO NOT WRITE IN THIS SPACE

AMOUNT REC'D. _____ ENT. BY _____
REFUND _____ CHECKED BY _____
DEPOSITED _____ CODE _____

SHEET NO. 1 OF 1

MONTH OF July, 2016

NAME OF MUNICIPALITY Town of Lancaster

COUNTY Erie

P.O. ADDRESS 21 Central Ave, Lancaster, NY 14086

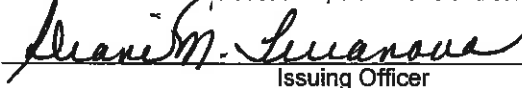
CODE NUMBER _____

NAME OF ORGANIZATION	LICENSE NO.	NUMBER OF OCCASIONS	AMOUNT
A.) TOTAL FEES COLLECTED			\$0.00
B.) DELIVERED TO MUNICIPAL TREASURY			\$0.00
C.) TRANSMITTED HERewith TO STATE COMPTROLLER			\$0.00

TOTALS

CERTIFICATION OF ISSUING OFFICER:

Diane Terranova, hereby certifies that - he is the
Town Clerk of the Town of Lancaster
State of New York; that - he has prepared the annexed report, issued the licenses listed therein and that such report is a true and correct statement
of operations for the period which it covers.


Issuing Officer

CERTIFICATION OF REMITTING OFFICER:

Johanna M. Coleman, hereby certifies that - he is the
Supervisor of the Town of Lancaster
State of New York; that - he has examined the annexed report, that - he knows such report to be a true and correct statement of operations for the period
which it covers and that the amount remitted herewith is the full amount payable to the State Comptroller for such period pursuant to Chapter 960 of
the Laws of 1976, as amended.

Remitting Officer

From: 7/1/2016

To: 7/31/2016

DOG LICENSE MONTHLY REPORT

08/01/2016

Erie

14

Send Copy To:

Animal Population Control

Diane Terranova

Town of Lancaster

17

Town Clerk

LICENSE TYPES

AND FEES	Dogs	M	Unspay	Unspayed Statutory Fee (B)	Spayed Statutory Fee (C)	Local Fee (D)	Late Penalty (E)	Spayed Fee (F)	Unspayed Fee (G)
1. Spay/Neuter	579	579	76	NO FEE	@ 0.00	@ 12.00	@ 5.00	@ 1.00	NO FEE
2. Unspay/Unneut	46	46	6	@ 0.00	NO FEE	@ 17.00	@ 5.00	NO FEE	@ 3.00
3. Exemption	1	1		NO FEE	NO FEE	NO FEE	NO FEE	NO FEE	NO FEE
4. Purebred(1-10)	0	0	0	@ 0.00	@ 0.00	@ 25.00	@ 5.00	@ 1.00	@ 3.00
5. Purebred(11-25)	0	0	0	@ 0.00	@ 0.00	@ 50.00	@ 5.00	@ 1.00	@ 3.00
6. Purebred(26+)	0	0	0	@ 0.00	@ 0.00	@ 100.00	@ 5.00	@ 1.00	@ 3.00
7. TOTALS	626	626	82	\$0.00	\$0.00	\$7,074.00	\$625.00	\$579.00	\$138.00

REPLACEMENT AND PUREBRED

Column H Column I (Local) Column J (Statutory)

TAG ORDERS PROCESSED

Tag Fees Tag Fees

8. Replacement Tags

Each

Tag Fees

Tag Fees

9. Purebred Tags

5

15.00

0.00

10. TOTALS

0

0.00

0.00

DISBURSEMENTS (to T.C.V.)

(to County)

(to Animal Population Control)

12. Local% of 7B + 7C

\$0.00

15. Stat% of 7B + 7C

\$0.00

13. Local% of 7D + 7E + 10I

\$7,714.00

16. Stat% of 10J

\$0.00

14. Total

\$7,714.00

17. Total

\$0.00

Amount paid to: County Treasurer for Dog Licenses.....

\$0.00

Amount paid to: NYS Ag. & Markets for spay/neuter program.....

\$717.00

LICENSE SUMMARY

1. Number of Original Standard Dog Licenses:

76

2. Number of Original Purebred Dog Licenses:

0

3. Number of Standard Renewals (including New Owner Licenses):

550

4. Number of Purebred License Renewals:

0

5. Total of Lines 1-3:

626

08/01/2016
12:06:14
Mary Nowak

Town of Lancaster

Page: 1

Miscellaneous Cash Report
For Transaction Type: Permits
For Fee Type: Fire Code
Date Range: 07/01/2016 to 07/31/2016

<u>Transaction Type</u>	<u>Fee Type</u>	<u>Receipt #</u>	<u>Date</u>	<u>Customer</u>	<u>Qty</u>	<u>Total</u>
Permits	Fire Code	1	07/05/2016	Church, Tree of Life	1	\$75.00
Permits	Fire Code	1	07/11/2016	Pizza, Two guys	1	\$50.00
Permits	Fire Code	1	07/12/2016	Broadway, Dossetts on	1	\$50.00
Permits	Fire Code	1	07/20/2016	Inc., Turbo Mart 5380 Genesee St	1	\$50.00
Permits	Fire Code	1	07/27/2016	Kastle, Childre's	1	\$50.00
Permits	Fire Code	2	07/12/2016	Trees, Carmelo Collana/Chris 5956 Genesee St	1	\$25.00
Permits	Fire Code	2	07/27/2016	Lounge, Transit Music	1	\$50.00

Total Quantity: 7

Grand Total: \$350.00

08/01/2016
12:07:32
Mary Nowak

Town of Lancaster

Page: 1

Miscellaneous Cash Report
For Transaction Type: Planning & Zoning
For Fee Type: Review Commercial Site Plan
Date Range: 07/01/2016 to 07/31/2016

Transaction Type	Fee Type	Receipt #	Date	Customer	Qty	Total
Planning & Zoning	Review Commercial Site Plan	1	07/12/2016	Arena, Angry Buffalo at Rose	1	\$700.00
Planning & Zoning	Review Commercial Site Plan	1	07/13/2016	#Buf-601B, Up State Tower Co	1	\$850.00
Planning & Zoning	Review Commercial Site Plan	1	07/25/2016	Expansion, Apple Rubber 310 Erie Street Lancaster, NY 14086	1	\$1,575.00
Planning & Zoning	Review Commercial Site Plan	1	07/27/2016	Balance, Precision Scale & 140 Rotech Drive Lancaster, NY 14086	1	\$700.00
Planning & Zoning	Review Commercial Site Plan	2	07/13/2016	#Buf-602B, Up State Tower Co	1	\$850.00
					Total Quantity:	5
					Grand Total:	\$4,675.00

Register: Building Permit Fees

For Period July 1, 2016 To: July 31, 2016

Pmt No	Building	Plumbing	Occupancy	Signs	Other	Recreation	Trees	Safety	Conservation	Refuse	TOTALS	No Street	Town/Village	Structure
25518	55.00										55.00	6 Sterling	Town	Inst. Generator
25519	12.40										12.40	4 Trails End	Town	Er. Pool-Abv Grnd
25520	40.00										40.00	948 Townline	Town	Dem. Bldg
25521	40.00										40.00	219 Broezel	Town	Er. Res. Alt.
25522	130.00										130.00	7 Old Schoolhouse	Town	Dem. Bldg
25523	38.40										38.40	312 Schwartz	Town	Er. Res. Alt.
25524	21.60										21.60	28 Squirrel	Town	Er. Res. Alt.
25525	43.00										43.00	3 Clermont	Town	Er. Fence
25526	60.00										60.00	14 Old Orchard	Town	Er. Fence
25527	52.40										52.40	28 Pinetree	Town	Er. Fence
25528	49.00										49.00	26 Lenox	Village	Er. Fence
25529	25.00										25.00	35 Newell	Village	Er. Shed
25530	25.00										25.00	16 Summit	Town	Re-Roof
25531	33.30										33.30	44 Heritage	Town	Er. Fence
25532	25.00										25.00	21 Brandel	Village	Re-Roof
25533	35.00										35.00	24 Stone Hedge	Town	Er. Fence
25534	31.00										31.00	18 Tranquility	Town	Er. Pool-Abv Grnd
25535	100.00	45.00	75.00			1,250.00	250.00			168.44	1,888.44	26 Crabapple	Town	Er. Dwlg.-Sin.
25536	25.00										25.00	652 Harris Hill	Town	Re-Roof

Pmt No	Building	Plumbing	Occupancy	Signs	Other	Recreation	Trees	Safety	Conservation	Refuse	TOTALS	No Street	Town/Village	Structure
25537	10.00										10.00	652 Harris Hill	Town	Er. Pool-Abv Grnd
25538	50.00										50.00	46 Home	Town	Inst. Generator
25539	34.00										34.00	719 Eric	Town	Er. Fence
25540	25.00										25.00	112 Michael's	Town	Er. Shed
25541	100.00	45.00	85.00			1,250.00	250.00			168.44	1,898.44	57 Worthington	Town	Er. Dwig.-Sin.
25542	100.00	45.00	75.00			1,250.00	250.00			168.44	1,888.44	20 Silent Meadow	Town	Er. Dwig.-Sin.
25543	19.50										19.50	26 Harold	Village	Er. Porch
25544	63.90										63.90	1349 Ransom	Town	Er. Fence
25545	22.00										22.00	8 Elm	Village	Er. Pool-Abv Grnd
25546	100.00	37.50	85.00			1,250.00	250.00			168.44	1,890.94	9 Pear Tree	Town	Er. Dwig.-Sin.
25547	100.00	30.00	55.00			1,250.00	75.00			168.44	1,678.44	17 Denton	Town	Er. Townhouses
25548	58.50										58.50	8 Elm	Village	Er. Deck
25549	25.00										25.00	20 Irwinwood	Village	Er. Shed
25550	100.00	30.00	55.00			1,250.00	75.00			168.44	1,678.44	19 Denton	Town	Er. Townhouses
25551	100.00	30.00	55.00			1,250.00	75.00			168.44	1,678.44	21 Denton	Town	Er. Townhouses
25552	100.00	30.00	55.00			1,250.00	75.00			168.44	1,678.44	23 Denton	Town	Er. Townhouses
25553	42.30										42.30	15 Chicory	Town	Er. Fence
25554				15.00							15.00	1500 Commerce	Village	Er. Sign - Wall
25555	76.00										76.00	1 Stony Brook	Town	Er. Pool-Abv Grnd
25556	40.00										40.00	1 Hidden	Town	Er. Pool-Abv Grnd
25557	35.00										35.00	1217 Penon	Town	Re-Roof

Pmt No	Building	Plumbing	Occupancy	Signs	Other	Recreation	Trees	Safety	Conservation	Refuse	TOTALS	No Street	Town/Village	Structure
25558	25.00										25.00	59 Rose	Town	Er. Pool-Abv Grnd
25559	25.00										25.00	8 Branch	Town	Er. Shed
25560	25.00										25.00	37 Lake Forest	Town	Er. Pool-Abv Grnd
25561	85.00										85.00	138 Stony	Town	Re-Roof
25562	25.00										25.00	2 Magrum	Town	Er. Shed
25563	750.00										750.00	4875 Transit	Town	Re-Roof
25564	10.00										10.00	41 Pear Tree	Town	Inst. Ingrnd. Sprinkler
25565	42.70										42.70	235 Pleasant View	Town	Er. Fence
25566	44.00										44.00	237 Pleasant View	Town	Er. Fence
25567	55.00										55.00	31 Redlein	Town	Inst. Generator
25568	45.00										45.00	77 Chestnut Corner	Town	Inst. Generator
25569	35.00										35.00	71 Holland	Village	Re-Roof
25570	25.00										25.00	29 Sussex	Town	Er. Shed
25571	215.00										215.00	1817 Como Park	Village	Re-Roof
25572	14.40										14.40	66 Irwinwood	Village	Er. Deck
25573	60.00										60.00	65 Stony Brook	Town	Re-Roof
25574	60.00										60.00	880 Townline	Town	Re-Roof
25575	35.60										35.60	1 Harewood	Town	Er. Fence
25576	100.00	37.50	75.00			1,250.00	250.00			168.44	1,880.94	227 Ransom	Town	Er. Dwlg.-Sin.
25577	30.00										30.00	50 Lancaster	Village	Re-Roof
25578	130.00										130.00	178 Enchanted Forest	Town	Er. Res. Alt.

Pmt No	Building	Plumbing	Occupancy	Signs	Other	Recreation	Trees	Safety	Conservation	Refuse	TOTALS	No Street	Town/Village	Structure
25579	100.00	45.00	75.00		50.00	1,250.00	250.00			168.44	1,938.44	678 Pleasant View	Town	Er. Dwig.-Sin.
25580	100.00	45.00	75.00		50.00	1,250.00	250.00			168.44	1,938.44	6 Middlebury	Town	Er. Dwig.-Sin.
25581	120.00										120.00	44 Stephens	Village	Re-Roof
25582	30.90										30.90	33 Woodgate	Town	Er. Fence
25583	50.00										50.00	28 Nicholas	Town	Inst. Generator
25584	65.00										65.00	6337 Transit	Town	Inst. Generator
25585	22.00										22.00	5 Juniper	Town	Er. Pool-Abv Grnd
25586	75.00										75.00	42 Sterling	Town	Er. Fence
25587	100.00	45.00	95.00			1,250.00	250.00			157.21	1,897.21	14 Jonquille	Town	Er. Dwig.-Sin.
25588	42.00										42.00	53 Worthington	Town	Er. Fence
25589	19.80										19.80	59 Lake Forest	Town	Er. Porch
25590	19.50										19.50	55 Burwell	Village	Er. Porch
25591	47.85										47.85	55 Burwell	Village	Er. Deck
25592	25.00										25.00	3 Tranquility	Town	Er. Shed
25593	85.00										85.00	705 Pavement	Town	Re-Roof
25594	38.40										38.40	14 Payne	Village	Er. Fence
25595	100.00	45.00	105.00			1,250.00	250.00			157.21	1,907.21	3 Darien	Town	Er. Dwig.-Sin.
25596	100.00	45.00	95.00			1,250.00	250.00			157.21	1,897.21	17 Tranquility	Town	Er. Dwig.-Sin.
25597	28.00										28.00	664 Townline	Town	Er. Pool-Abv Grnd
25598	25.80										25.80	21 Church	Village	Er. Fence
25599	55.00										55.00	540 Pleasant View	Town	Re-Roof

Pmt No	Building	Plumbing	Occupancy	Signs	Other	Recreation	Trees	Safety	Conservation	Refuse	TOTALS	No Street	Town/Village	Structure
25600	22.00										22.00	18 Carter	Village	Er. Pool-Abv Grnd
25601				61.50							61.50	5380 Genesee	Town	Er. Sign - Wall
25602				44.04							44.04	5360 Genesee	Town	Er. Sign - Pole
25603	25.00										25.00	20 Sawyer	Village	Er. Shed
25604	66.00										66.00	97 Albert	Village	Er. Garage
25605	232.00										232.00	1 Harewood	Town	Er. Pool-In Grnd
25606	40.00										40.00	5141 William	Town	Dem. Bldg
25607	180.00										180.00	5141 William	Town	Er. Garage
25608	52.80										52.80	749 Ransom	Town	Er. Garage
25609	35.00										35.00	38 Madison	Village	Re-Roof
25610	100.00	30.00	65.00		50.00	1,250.00	250.00			157.21	1,902.21	6260 Genesee	Town	Er. Dwlg.-Sin.
25611	38.40										38.40	722 Pavement	Town	Er. Deck
25612	95.00										95.00	27 Aurora	Village	Re-Roof
25613	24.30										24.30	4 Commonwealth	Town	Er. Res. Add.
25614	85.00										85.00	5 Darien	Town	Er. Fence
25615	26.10										26.10	14 Windsor Ridge	Town	Er. Fence
25616	16.00										16.00	38 St Anthony	Town	Er. Pool-Abv Grnd
25617	32.40										32.40	6161 Broadway	Town	Er. Garage
25618	85.00										85.00	4 Jillian	Town	Re-Roof
25620	34.00										34.00	58 Pavement	Town	Er. Pool-Abv Grnd
25621	29.40										29.40	158 Irwinwood	Village	Er. Porch

Pmt No	Building	Plumbing	Occupancy	Signs	Other	Recreation	Trees	Safety	Conservation	Refuse	TOTALS	No Street	Town/Village	Structure
25622	226.00										226.00	51 Brunck	Town	Er. Pool-In Grnd
25623	21.60										21.60	41 Grant	Village	Er. Shed
25624	32.50										32.50	41 Grant	Village	Er. Fence
25625	100.00	45.00	85.00			1,250.00	250.00			157.21	1,887.21	651 Schwartz	Town	Er. Dw'lg-Sin.
25626				15.00							15.00	2500 Commerce	Village	Er. Sign - Pole
25627	35.00										35.00	5 Wainwright	Town	Inst. Generator
25628	45.00										45.00	71 Country	Town	Inst. Generator
25629	30.00										30.00	485 Aurora	Town	Re-Roof
25630	70.20										70.20	1 Stony Brook	Town	Er. Deck
25631	70.00										70.00	58 Cowing	Village	Re-Roof
25632	60.60										60.60	637 Aurora	Town	Er. Fence
25633	24.00										24.00	1 Hidden	Town	Er. Deck
25634	49.00										49.00	47 Chestnut Corner	Town	Er. Fence
25635	225.40										225.40	47 Chestnut Corner	Town	Er. Pool-In Grnd
25636	130.00										130.00	4805 Transit	Town	Re-Roof
25637	130.00										130.00	4805 Transit	Town	Re-Roof
25638	130.00										130.00	4805 Transit	Town	Re-Roof
25639	105.00										105.00	4805 Transit	Town	Re-Roof
25640	130.00										130.00	4805 Transit	Town	Re-Roof
25641	45.80										45.80	703 Pleasant View	Town	Er. Fence
25642	100.00	30.00	65.00			1,250.00	50.00			157.21	1,652.21	34 Denton	Town	Er. Townhouses

Pmt No	Building	Plumbing	Occupancy	Signs	Other	Recreation	Trees	Safety	Conservation	Refuse	TOTALS	No Street	Town/Village	Structure
25643	100.00	30.00	65.00			1,250.00	50.00			157.21	1,652.21	36 Denton	Town	Er. Townhouses
25644	100.00	30.00	55.00			1,250.00	50.00			157.21	1,642.21	38 Denton	Town	Er. Townhouses
25645	100.00	30.00	55.00			1,250.00	50.00			157.21	1,642.21	40 Denton	Town	Er. Townhouses
25646	100.00	30.00	65.00			1,250.00	50.00			157.21	1,652.21	42 Denton	Town	Er. Townhouses
25647	80.00										80.00	21 Lakeside	Village	Re-Roof
25648	100.00	30.00	65.00			1,250.00	50.00			157.21	1,652.21	44 Denton	Town	Er. Townhouses
25649	60.00										60.00	280 Enchanted Forest	Town	Re-Roof
25650	50.00										50.00	40 Park	Village	Re-Roof
25651	50.00										50.00	110 Pleasant	Village	Re-Roof
25652	25.00										25.00	3523 Walden	Village	Re-Roof
25653	25.55										25.55	32 Greenbriar	Town	Er. Fence
25654	44.40										44.40	42 Gale	Town	Er. Deck
25655	44.50										44.50	31 Hillside	Town	Er. Fence
25656	26.10										26.10	34 Greenbriar	Town	Er. Fence
25657	25.00										25.00	237 Aurora	Village	Er. Shed
Totals	9,037.30	810.00	1,580.00	135.54	150.00	27,500.00	3,600.00			3,582.15	46,394.99			

08/01/2016
12:07:57
Mary Nowak

Town of Lancaster
Miscellaneous Cash Report
For Transaction Type: Planning & Zoning
For Fee Type: PIP Inspection
Date Range: 07/01/2016 to 07/31/2016

Page: 1

<u>Transaction Type</u>	<u>Fee Type</u>	<u>Receipt #</u>	<u>Date</u>	<u>Customer</u>	<u>Qty</u>	<u>Total</u>
Planning & Zoning	PIP Inspection	755	07/25/2016	Road, LLc 5980 Armor Duells 470 Cayuga Road Cheektowaga, NY 14225	1	\$3,630.96
Planning & Zoning	PIP Inspection	756	07/25/2016	Road, LLc 5980 Armor Duells 470 Cayuga Road Cheektowaga, NY 14225	1	\$23,671.68
Planning & Zoning	PIP Inspection	757	07/25/2016	Road, LLc 5980 Armor Duells 470 Cayuga Road Cheektowaga, NY 14225	1	\$8,051.60
Planning & Zoning	PIP Inspection	758	07/25/2016	Road, LLc 5980 Armor Duells 470 Cayuga Road Cheektowaga, NY 14225	1	\$17,217.44
					Total Quantity:	4
					Grand Total:	\$52,571.68

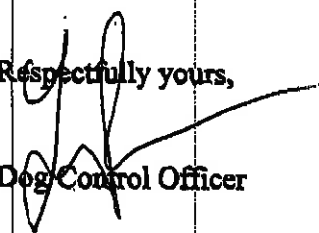
0	CHECKING DEP CASH 6591	CHECKING DEPOSITS 6591	CREDIT CARD SALES 7522	INTEREST	PRIOR MONTHLY BALANCE	TOTAL	WIRE TO SUPERVISOR	TRANSFER TO DEC	CHECK NUMBER	FOR	AMOUNT
6/30/2016						\$2,957.34					
7/1/2016	\$261.00	\$366.76	\$233.00			\$52,957.34					
7/2/2016						\$660.76					
7/3/2016						\$0.00					
7/4/2016						\$0.00					
7/5/2016	\$390.40	\$814.52	\$56.00			\$0.00					
7/6/2016	\$188.00	\$481.00	\$26.00			\$1,280.92					\$664.00
7/7/2016	\$394.90	\$6,844.98	\$38.00			\$695.00				1685 AG&MKT	\$651.50
7/8/2016	\$130.00	\$107.00	\$76.00			\$7,277.88				1686 INTSDOH	\$270.00
7/9/2016						\$313.00	\$49,547.65	\$1,823.19		1684 GOC	
7/10/2016						\$0.00					
7/11/2016	\$355.70	\$10,296.50	\$25.00			\$0.00					
7/12/2016	\$237.00	\$2,093.50	\$53.00			\$10,677.20					
7/13/2016	\$146.00	\$2,137.94	\$18.00			\$2,425.30					
7/14/2016	\$274.00	\$6,468.32	\$13.00			\$2,501.94					
7/15/2016	\$388.25	\$605.00	\$98.00			\$6,755.32					
7/16/2016						\$1,091.25					
7/17/2016						\$0.00					
7/18/2016	\$550.80	\$6,783.24	\$25.00			\$0.00					
7/19/2016	\$260.00	\$648.54	\$26.00			\$7,359.04					
7/20/2016	\$168.00	\$212.00	\$53.00			\$894.54					
7/21/2016	\$490.10	\$2,968.15	\$0.00			\$433.00					
7/22/2016	\$304.00	\$355.00	\$39.00			\$3,458.25					
7/23/2016						\$698.00					
7/24/2016						\$0.00					
7/25/2016	\$317.00	\$57,777.47	\$111.00			\$0.00					
7/26/2016	\$151.00	\$1,235.20	\$0.00			\$58,205.47					
7/27/2016	\$270.00	\$977.00	\$36.00			\$1,386.20					
7/28/2016	\$379.45	\$10,884.68	\$110.00			\$1,285.20					
7/29/2016	\$423.00	\$558.00	\$220.00			\$1,174.13					
7/30/2016						\$1,201.00					
7/31/2016	\$6,178.60	\$112,556.80	\$1,256.00	\$4.21		\$0.00					
						\$4.21					
						\$119,595.61					

The Honorable Town Board
Town of Lancaster
21 Central Avenue
Lancaster, New York 14086

Respectfully, I submit my report for the month(s) of July, 2016

Summary:

- 24 Complaints or calls received
- 0 Euthanasias
- 4 Redeemed by owner
- 6 Strays seized
- 0 Dead dogs disposed of
- 0 Court actions
- 12 Follow-ups (Delinquent licenses)
- 779 Miles patrolled and driven
- 6 Total dogs picked up

Respectfully yours,

Dog Control Officer

RECEIVED
TOWN OF LANCASTER, NY
AUG 08 2016
DIANE M. TERRANOVA
TOWN CLERK



Town of Lancaster

OFFICE OF THE SUPERVISOR

21 Central Avenue
Lancaster, New York 14086
(716) 683-1610
Fax: (716) 683-0512

JOHANNA M. COLEMAN
Supervisor

NOTICE OF SPECIAL TOWN BOARD MEETING

TO: John Abraham, Jr., Council Member
Dawn Gaczewski, Council Member
Ronald Ruffino, Sr., Council Member
Matthew Walter, Council Member

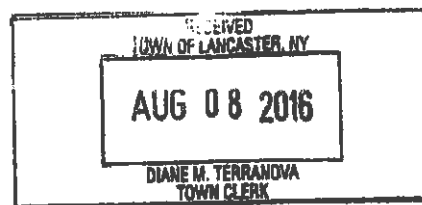
PLEASE TAKE NOTICE that, pursuant to Section 62 of the Town Law of the State of New York, Special Meetings of the Town Board of the Town of Lancaster will be held in the Town Board Chambers, Lancaster Town Hall, 21 Central Avenue, Lancaster, New York on the 17th day of August, 2016 at 6:00 o'clock P.M.

The sole purpose of the meeting is for the Town Board to hear a presentation about street lighting.

DATED: August 8, 2016
Lancaster, New York

JOHANNA M. COLEMAN
Supervisor

cc: Diane M. Terranova, Town Clerk
Kevin Loftus, Town Attorney



SUPERVISOR

Johanna M. Coleman

COUNCIL MEMBERS

John M. Abraham Jr.

Dawn Gaczewski

Ronald Ruffino Sr

Matthew Walter



Department of Parks,
Recreation & Forestry

Park Crew Chief
Mark D. Lubera

525 Pavement Road
Lancaster, NY 14086
716-684-3320 phone
716-685-3497 fax

August 5, 2016

Supervisor Johanna Coleman
and Honorable Council Members
Town of Lancaster
21 Central Avenue
Lancaster, NY 14086

TC-FOR Comm

Dear Supervisor Coleman and Honorable Council Members:

I respectfully submit the following individual for your consideration to be appointed at the August 15, 2016, Town Board meeting to the position of part-time temporary seasonal employee for the summer of 2016 in the Parks, Recreation & Forestry Department, without benefits.

<u>NAME</u>	<u>POSITION</u>	<u>PAY RATE/HR.</u>	<u>EFFECTIVE DATE</u>
OK <i>smc</i> Alexi Achtyl (rehire) Lancaster	Laborer	\$9.00	August 4, 2016

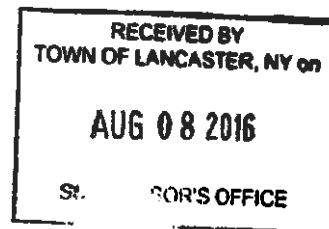
If you have any questions regarding this, please call me.

Sincerely,

A handwritten signature in cursive script that reads "Mark D. Lubera".

Mark D. Lubera
Park Crew Chief

MDL:jw



SUPERVISOR

Johanna M. Coleman

COUNCIL MEMBERS

John M. Abraham Jr.

Dawn Gaczewski

Ronald Ruffino Sr

Matthew Walter

Department of Parks,
Recreation & Forestry**Park Crew Chief**
Mark D. Lubera525 Pavement Road
Lancaster, NY 14086
716-684-3320 phone
716-685-3497 fax

August 4, 2016

Supervisor Johanna Coleman
and Honorable Council Members
Town of Lancaster
21 Central Avenue
Lancaster, NY 14086*TC-For Comm*

Dear Supervisor Coleman and Honorable Council Members:

I respectfully request a change of effective date for the following individuals. They were previously hired on a resolution dated June 20, 2016. Please do an amended resolution to change their effective dates.

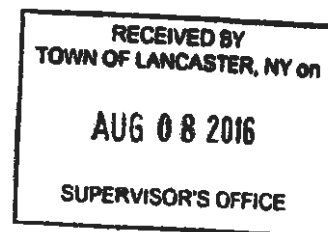
<u>NAME</u>	<u>POSITION</u>	<u>PAY RATE/HR.</u>	<u>EFFECTIVE DATE</u>
Anthony Piccolo _____ Lancaster	Recreation Attendant (Boys Basketball Supervisor)	\$20.00	July 20, 2016
Gabby Cumbo _____ Lancaster	Recreation Attendant (Cheerleading Supervisor)	\$20.00	July 16, 2016

Thank you for your anticipated cooperation.

Sincerely,

*Mark D. Lubera*Mark D. Lubera
Park Crew Chief

MDL:jw



VILLAGE OF LANCASTER, NY

April 25, 2016

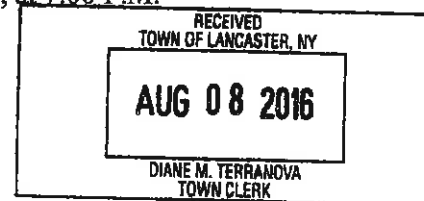
OFFICIAL MEETING MINUTES

Page 1 of 5

The regular meeting of the Village of Lancaster Board of Trustees was held in the Municipal Building Council Chambers, 5423 Broadway, Lancaster, NY, on Monday, April 25, 2016, at 7:00 P.M.

Chief Volpe led the pledge to the flag.

MEETINGS TO DATE 3
NO. OF REGULARS 2
NO. OF SPECIALS 1



Attendance:

		<u>Attended / Absent</u>
Paul M. Maute	Mayor	3 / 0
Kenneth L. O'Brien III	Trustee / Deputy Mayor	3 / 0
Dawn M. Robinson	Trustee	3 / 0
William C. Schroeder	Trustee	3 / 0
Russell W. Sugg	Trustee	3 / 0

Also Present:

Michael E. Stegmeier	Clerk-Treasurer
Arthur A. Herdzik	Village Attorney
James S. Volpe	Fire Chief
Dawn Gaczewski	Special Events Director
James B. Allein	Planning Commission Chairperson

Motion by Trustee O'Brien and seconded by Trustee Schroeder to accept the minutes of the April 11, 2016 organizational meeting.

Adopted Resolution: 56 Ayes: Mayor Maute, Trustees O'Brien, Robinson, Schroeder, and Sugg

Motion by Trustee O'Brien and seconded by Trustee Schroeder to accept the minutes of the April 11, 2016 regular meeting.

Adopted Resolution: 57 Ayes: Mayor Maute, Trustees O'Brien, Robinson, Schroeder, and Sugg

ABSTRACT OF AUDITED VOUCHERS

Motion by Trustee Robinson and seconded by Trustee Schroeder that the Treasurer be authorized to pay, from the vouchers, all the claims against the GENERAL, WATER, SEWER, TRUST, CAPITAL, EQUIPMENT RESERVE, COMMUNITY DEVELOPMENT and SPECIAL REPAIR RESERVE FUNDS for the period from 4/12/16 to 4/25/16.

Further, that the report of the Finance Committee be accepted from the abstract of the audited vouchers, a total of 75 claims were approved, and that all claims were paid against the:

GENERAL FUND	-----in the amount of	\$ 396,371.03
WATER FUND	-----in the amount of	\$
SEWER FUND	-----in the amount of	\$ 9,712.14
TRUST FUND	-----in the amount of	\$ 586.06
CAPITAL FUND	-----in the amount of	\$ 13,613.81
EQUIPMENT RESERVE	-----in the amount of	\$

COMMUNITY DEVELOPMENT -----in the amount of \$
SPECIAL REPAIR RESERVE FUND ----in the amount of \$
For the period from 3/29/16 To 4/11/16

Claims that were processed and paid are identified by the following check numbers:

General Fund checks # 80686 through # 80740
Sewer Fund checks # 10605 through # 10610
Capital Fund checks # 1435 through # 1438

Adopted Resolution: **58** Ayes: Mayor Maute, Trustees O'Brien, Robinson,
Schroeder, and Sugg

CORRESPONDENCE:

-none-

RESOLUTIONS:

Motion by **Trustee O'Brien** and seconded by **Trustee Robinson** to accept the resignation of the following member from the Lancaster Volunteer Fire Department:

- Thomas Hunt, from the Citizens Hose Company.

Adopted Resolution: **59** Ayes: Mayor Maute, Trustees O'Brien, Robinson,
Schroeder, and Sugg

Motion by **Trustee Sugg** and seconded by **Trustee Robinson** to accept and approve the following applications for membership to the Lancaster Volunteer Fire Department:

- Justin M. Lederhouse, 266 Central Avenue, to the Citizens Hose Company,
- Christopher J. Wild, 33 Southwest Parkway, to the Protective Hose Company, and
- Charles L. Wilson, 42 Main Street, Depew, NY, to the Protective Hose Company.

Adopted Resolution: **60** Ayes: Mayor Maute, Trustees O'Brien, Robinson,
Schroeder, and Sugg

Motion by **Trustee Schroeder** and seconded by **Trustee Sugg** to appoint James S. Volpe as Fire Chief at the salary rate provided in the adopted budget with an effective date of April 12, 2016.

Adopted Resolution: **61** Ayes: Mayor Maute, Trustees O'Brien, Robinson,
Schroeder, and Sugg

Motion by **Trustee Schroeder** and seconded by **Trustee O'Brien** authorizing an interfund transfer to the Capital Fund for Project .088 – West Main Street Extension and Demolition Project – in the amount of \$242,810.21, and further appropriating fund balance in the General Fund to cover this expenditure (A9901.2), for all expenses incurred since 2012 through the current date for this project in excess of Community Development Block Grant (CDBG) funds received from Erie County.

Adopted Resolution: **62** Ayes: Mayor Maute, Trustees O'Brien, Robinson,
Schroeder, and Sugg

VILLAGE OF LANCASTER, NY

April 25, 2016

OFFICIAL MEETING MINUTES

Page 3 of 5

Motion by **Trustee O'Brien** and seconded by **Trustee Robinson** authorizing Mayor Maute to sign and execute the following contracts for performance services during 2016 events:

- Jason Urbaniak (West of the Mark)	\$ 750.00	Independence Days
- Ed Tabone (Nerds Gone Wild)	\$1,200.00	Independence Days
- Thomas McGill (Supercharger)	\$ 600.00	Taste of Lancaster
- Thomas McGill (2 Left Boots)	\$ 600.00	Taste of Lancaster

Adopted Resolution: **63** Ayes: Mayor Maute, Trustees O'Brien, Robinson, Schroeder, and Sugg

BUILDING PERMITS:

Motion by **Trustee Sugg** and seconded by **Trustee O'Brien** to accept the report of building permits issued by the Town of Lancaster Building Department for properties within the Village of Lancaster as follows:

PERMIT NO	LAST NAME	ADDRESS	PURPOSE OF PERMIT
16-25021	Bifulco	112 Aurora St	Fence
16-25026	Ernst	125 Erie St	Roof
16-25047	Anstett	68 Lombardy St	Fence
16-25049	Losey	11 Cotton St	Roof
16-25050	Robinson	53 Wayne St	Fence
16-25051	Howell	132 Richmond St	Fence
16-25057	Krathaus	47 Wren Ave	Roof
16-25059	Hooper	65 Fourth Ave	Fence

Adopted Resolution: **64** Ayes: Mayor Maute, Trustees O'Brien, Robinson, Schroeder, and Sugg

AUDIENCE PARTICIPATION:

Paulette Mayo – 147 Fourth Avenue: She has concerns with a neighbor who works on cars during the weekend including late hours of the night. There is noise, debris, and other issues that affect her quality of life. The work is being done in an area right below her bedroom window.

The Code Enforcement Officer will be sent to address this issue and will be available to make a visit on the weekend if necessary.

Bill Buchholz: The Ride for Bryce event is set and ready to go for May 1, 2016.

Frank Maddock – 43 Wren Avenue: He provided an update on the efforts to clean up Como Lake Park. The park superintendent acknowledged that it will be a few years before the lake is dredged. He is pursuing the installation of picnic tables and damaged trees have been removed from the park. He is also working with the high school to have students volunteer to help with cleaning up areas of the village.

COMMITTEE REPORTS & FOLLOW UPS:

➤ FINANCE & CLAIMS – Trustee Robinson

The SAFER NY grant application was submitted for a Fire Department Recruitment and Retention Coordinator. The expected award date is June 30th.

➤ **PUBLIC WORKS** – Trustee Schroeder

The department has been working on brush pick up. The paving schedule will be completed shortly.

➤ **PUBLIC SAFETY** – Trustee Robinson

She commented on the Fire Department installation banquet for Chief Volpe on April 16. She reviewed the list of top first responders for the past year which is based on a point system.

She reported on the efforts of the village wide Safety Committee including a safety issue that is being addressed regarding the turn radius of the ladder truck which has been moved to the North End Fire Hall.

A Citizen Preparedness Training class is being held on May 18th at 6:30 p.m. in the Municipal Building Auditorium. The event is being coordinated by the Office of Emergency Management.

➤ **BUILDING, LIGHTS & CODES** – Trustee Sugg

No report.

➤ **HUMAN RESOURCES** – Trustee O'Brien

No report.

➤ **COMMUNITY EVENTS** – Trustee Schroeder

The next event is the Car & Cycle Show on June 5, 2016.

➤ **ECONOMIC DEVELOPMENT** – Trustee Sugg

He commented on the "Bank of Shame" application being made available to residents by the office of Assemblyman Michael Kearns. The form will be available at the Clerk's office and the village website.

➤ **SEWER** – Trustee O'Brien

No report.

DEPARTMENT HEAD REPORTS & FOLLOW UPS:
--

➤ **VILLAGE ATTORNEY** – Arthur A. Herdzik

No report.

➤ **FIRE CHIEF** – James S. Volpe

The new ladder truck is now in service and responding to calls.

➤ **SPECIAL EVENTS** – Dawn Gaczewski

She reviewed the schedule of events for the Car Show on June 5th from 12:00 p.m. to 4:00 p.m.

➤ **PLANNING COMMISSION** – James Allein

The Community Development Corporation is completing the sale of 12-14 West Main Street. A new lease has been signed for an ice cream shop and there is interest from a taco restaurant. They are working to make other individual offices ready and available for potential leases.

➤ **DPW SUPERINTENDENT** – William Cansdale (Absent)

No report.

➤ **CLERK – TREASURER** – Michael E. Stegmeier

He has scheduled a session with the new accounting software vendor this week to begin the process of gathering information for data conversion.

The State Comptroller has selected the Village of Lancaster to review its tax cap calculation for 2016-17.

The Zoning Board of Appeals has scheduled a meeting on Thursday, May 12th starting at 7:15 p.m. to review three (3) variance applications.

MISCELLANEOUS:

Trustee Sugg indicated that discussions were started regarding ethics reform and he submitted a general outline for a Citizens Advisory Board.

Town Councilman Matt Walter reported that the new library parking lot is scheduled to be done before summer. There is an electric pole that needs to be moved by NYSEG prior to completing the project.

ADJOURNMENT:

Motion by **Trustee Schroeder** and seconded by **Trustee Sugg** to adjourn the meeting at 7:27 p.m. in memory of Elizabeth Colby, Peggy Gardiner, Judith Kane, Nicholas Kovalchukoff, Thomas Krickovich, Joseph Peters, and Willis J. Walter.

Adopted Resolution: **65** Ayes: Mayor Maute, Trustees O'Brien, Robinson,
Schroeder, and Sugg

Respectfully submitted,



Michael E. Stegmeier
Village Clerk – Treasurer

VILLAGE OF LANCASTER, NY

472
May 9, 2016

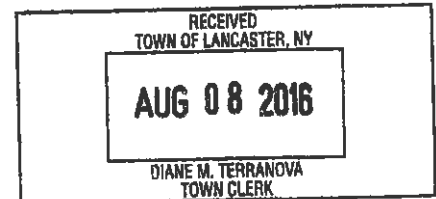
OFFICIAL MEETING MINUTES

Page 1 of 7

The regular meeting of the Village of Lancaster Board of Trustees was held in the Municipal Building Council Chambers, 5423 Broadway, Lancaster, NY, on Monday, May 9, 2016, at 7:00 P.M.

James Allein led the pledge to the flag.

MEETINGS TO DATE 4
NO. OF REGULARS 3
NO. OF SPECIALS 1



Attendance:

		<u>Attended / Absent</u>
Paul M. Maute	Mayor	4 / 0
Kenneth L. O'Brien III	Trustee / Deputy Mayor	4 / 0
Dawn M. Robinson	Trustee	4 / 0
William C. Schroeder	Trustee	4 / 0
Russell W. Sugg	Trustee	4 / 0

Also Present:

Michael E. Stegmeier	Clerk-Treasurer
Arthur A. Herdzik	Village Attorney
William G. Cansdale	DPW Superintendent
Jeffrey Moore	1 st Asst. Fire Chief
Shawn Marshall	Code Enforcement Officer
Dawn Gaczewski	Special Events Director
James B. Allein	Planning Commission Chairperson

Motion by Trustee O'Brien and seconded by Trustee Robinson to accept the minutes of the April 25, 2016 regular meeting.

Adopted Resolution: 66 Ayes: Mayor Maute, Trustees O'Brien, Robinson, Schroeder, and Sugg

ABSTRACT OF AUDITED VOUCHERS

Motion by Trustee Robinson and seconded by Trustee Sugg that the Treasurer be authorized to pay, from the vouchers, all the claims against the GENERAL, WATER, SEWER, TRUST, CAPITAL, EQUIPMENT RESERVE, COMMUNITY DEVELOPMENT and SPECIAL REPAIR RESERVE FUNDS for the period from 4/26/16 to 5/9/16.

Further, that the report of the Finance Committee be accepted from the abstract of the audited vouchers, a total of 88 claims were approved, and that all claims were paid against the:

GENERAL FUND	-----in the amount of	\$	135,883.97
WATER FUND	-----in the amount of	\$	--
SEWER FUND	-----in the amount of	\$	14,454.75
TRUST FUND	-----in the amount of	\$	4,439.82
CAPITAL FUND	-----in the amount of	\$	13,917.74
EQUIPMENT RESERVE	-----in the amount of	\$	--
COMMUNITY DEVELOPMENT	-----in the amount of	\$	--
SPECIAL REPAIR RESERVE FUND	-----in the amount of	\$	--
For the period from	4/12/16	To	4/25/16

Claims that were processed and paid are identified by the following check numbers:

General Fund checks # 80741 through # 80799
Sewer Fund checks # 10611 through # 10613
Trust Fund checks # 2221 through # 2222
Capital Fund checks # 1439 through # 1445

Adopted Resolution: **67** Ayes: Mayor Maute, Trustees O'Brien, Robinson,
Schroeder, and Sugg

CORRESPONDENCE:

Motion by Trustee Sugg and seconded by Trustee O'Brien to receive and file correspondence from New York State Department of Public Service providing information on a process to consider a Clean Energy Standard (CES) program including informational sessions and public statement hearings to allow public participation and comments from the community.

Adopted Resolution: **68** Ayes: Mayor Maute, Trustees O'Brien, Robinson,
Schroeder, and Sugg

RESOLUTIONS:

Motion by Trustee Sugg and seconded by Trustee O'Brien to eliminate the water surcharge collected by Erie County Water Authority on all village water accounts effective June 1, 2016.

Adopted Resolution: **69** Ayes: Mayor Maute, Trustees O'Brien, Robinson,
Schroeder, and Sugg

Motion by Trustee Schroeder and seconded by Trustee Sugg to approve the proposal from Antonicelli Concrete & Masonry, Inc. for installation of new galvanized stairs at the Municipal Building leading to the Fire Department lounge, in the amount of \$8,525.00 including demolition of the existing stairs, and further to approve a budget transfer from A1910.4 (Unallocated Insurance) to cover the cost of these services.

The approved services do not include replacement of the top guardrail surrounding the stairs. This additional option was provided at a cost of \$2,000.00.

Adopted Resolution: **70** Ayes: Mayor Maute, Trustees O'Brien, Schroeder,
and Sugg
Abstained: Trustee Robinson

Motion by Trustee Schroeder and seconded by Trustee O'Brien to approve the Seasonal Employment Policy for 2016-17 as follows:

The Village of Lancaster supports the seasonal hiring of college students age 18 and older. Prospective employees are required to fill out an application for employment each year for review by the Village Board. The following guidelines are created to assist the Village Board and department heads in the administration of the program.

1. Candidates eligible for seasonal employment are required to be enrolled in a full time program at an accredited college. Proof of enrollment is required prior to appointment by the Village Board.

2. Each seasonal employee will be hired for no more than (4) consecutive seasonal appointments. The length of each seasonal appointment will not exceed (12) weeks.

3. Individuals selected for seasonal employment from September to March are not required to meet the college enrollment requirement and length of employment is determined per Civil Service guidelines (5 months).

4. Seasonal employees must present proof of their ability to meet the physical demands of employment in the public works department or sign the *Affidavit of Validity of Submitted Medical Report* form.

5. The following hourly rate will be established as follows:

Year One:	\$9.00 per hour
Year Two:	\$9.25 per hour
Year Three:	\$9.50 per hour
Year Four:	\$9.75 per hour

This program, including the terms of employment and hourly rates, are subject to change at any time by the Village Board.

Adopted Resolution: **71** Ayes: Mayor Maute, Trustees O'Brien, Robinson, Schroeder, and Sugg

Motion by Trustee O'Brien and seconded by Trustee Sugg to accept the list of summer help applicants as provided per the recommendation of Superintendent Cansdale, and thereby appoint the following individuals as seasonal employees for the Department of Public Works pursuant to the approved Seasonal Employment Policy for 2016-2017:

- Noah Buke	Year 1	Internship (non-paid)
- Tyler Galenski	Year 4	\$9.75 / hour
- Ian McCombs	Year 1	\$9.00 / hour
- Patrick McGuire	Year 4	\$9.75 / hour
- Brody Parucki	Year 1	\$9.00 / hour
- Victoria Rozler	Year 1	\$9.00 / hour
- Christopher Wild	Year 1	\$9.00 / hour
- Joshua Zack	Year 2	\$9.25 / hour

Adopted Resolution: **72** Ayes: Mayor Maute, Trustees O'Brien, Robinson, Schroeder, and Sugg

BUILDING PERMITS:

Motion by Trustee Sugg and seconded by Trustee O'Brien to accept the report of building permits issued by the Town of Lancaster Building Department for properties within the Village of Lancaster as follows:

PERMIT NO	LAST NAME	ADDRESS	PURPOSE OF PERMIT
16-25077	43 Central Holdings	43 Central Ave	Sign
16-25086	Volpe	61 Grant Street	Fence
16-25087	80 West Drullard LLC	80 W Drullard Ave	Roof
16-25099	Davies	260 Lake Ave	Roof
16-25102	Leising	25 Carter St	Roof
16-25104	Marcezin	1881 Como Park Blvd	In Ground Pool
16-25105	Whiteford	5643 Broadway St	Residential Alteration
16-25107	Fleischman	71 Holland Ave	Demolition

16-25113	Castiglia	119 Fourth Ave	Roof
16-25114	Robinson	31 Cambria St	Roof
16-25117	Kerl	42 Brandel Ave	Roof
16-25129	Herzog	55 School St	Pool
16-25138	Obstarczyk	15 Oxford Ave	Fence
16-25157	Santoro	41 Lombardy St	Roof

Adopted Resolution: **73** Ayes: Mayor Maute, Trustees O'Brien, Robinson, Schroeder, and Sugg

AUDIENCE PARTICIPATION:

George Ratka – 57 Wayne Street: He commented that there is a need for additional lighting on his street and questioned the rules for placing grass cuttings in the weekly trash.

Shawn Marshall indicated that he prefers grass cuttings to be placed in a container. A clear plastic bag is an alternative that would allow the type of waste to be identified as grass cuttings rather than household waste.

COMMITTEE REPORTS & FOLLOW UPS:

➤ **FINANCE & CLAIMS** – Trustee Robinson

She is working on some initiatives to provide potential grant funding for multiple projects.

There is a webinar being offered by the State Comptroller's Office on May 25 regarding capital planning.

➤ **PUBLIC WORKS** – Trustee Schroeder

There will be a future committee meeting to discuss proposals for the replacement of boilers and HVAC systems in Village buildings. The Superintendent is getting updated quotes for these services.

A notice for bids has been advertised for the purchase of one (1) new snow plow with bids to be received on June 2.

➤ **PUBLIC SAFETY** – Trustee Robinson

A Citizens Preparedness Training session will be held on Wednesday, May 18. The event was coordinated by the Office of Emergency Management and citizens are encouraged to participate and attend the class.

Trustee Schroeder requested an update on a resident complaint on Fourth Avenue. Shawn Marshall indicated that the code office will follow up this week. He has been unable to address the issue yet.

➤ **BUILDING, LIGHTS & CODES** – Trustee Sugg

The grant writers are researching possible grants for energy efficiency that may cover part of the cost for replacement of heating systems (HVAC / boilers) in Village buildings.

➤ **HUMAN RESOURCES** – Trustee O'Brien

No report.

➤ **COMMUNITY EVENTS** – Trustee Schroeder

The Car Show is scheduled for June 5. There was a request from a local merchant to extend the location of the event north to St. Joseph Street. It has been determined that Central Avenue must be closed off at Pleasant Avenue and cannot be extended further north due to safety and transportation concerns during the time of the event.

He has discussed a process with Town representatives and the Events Director for local organizations that want to hold events in the community. He is working to develop a process to make notifications regarding permits and any other steps that may be required for an organization to hold an event.

➤ **ECONOMIC DEVELOPMENT** – Trustee Sugg

No report.

➤ **SEWER** – Trustee O'Brien

No report.

DEPARTMENT HEAD REPORTS & FOLLOW UPS:
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➤ **VILLAGE ATTORNEY** – Arthur A. Herdzik

No report.

➤ **FIRE CHIEF** – Jeffrey Moore (1st Asst.)

No report.

➤ **PLANNING COMMISSION** – James Allein

Crossfit Gym is a new tenant of the Community Development Corporation (CDC) and they will be open by the end of the month.

An ice cream shop is expected to open by the 4th of July.

A lease for a taco restaurant is pending and there is a new short term 6-month lease for a movie production company.

The sale of a CDC parcel to Performance Advantage Company is in process and should close shortly.

➤ **SPECIAL EVENTS** – Dawn Gaczewski

The Car Show is scheduled for June 5 and she commented on the positive response from the Village Board to address a request from a local merchant. The event is expanding this year to include more participants and vendors.

➤ **CODE ENFORCEMENT OFFICER** – Shawn Marshall

There has been 800 warnings for trash since early March. Five (5) tickets were issued.

The new fine structure for solid waste is now in effect for violations.

There are two (2) food trucks that currently have permits to operate in the Village of Lancaster. There was a discussion regarding consideration of a temporary one day permit for food trucks that want to participate in local events in the community.

➤ **DPW SUPERINTENDENT** – William Cansdale

No report.

Motion by **Trustee Schroeder** and seconded by **Trustee Sugg** to grant permission to close the street on Southwest Parkway between Lancaster Avenue and Gordon Avenue on Sunday, May 29, 2016 starting at 3:00 p.m. for a block party, and further directing the Department of Public Works to provide barricades for closing the street prior to the event.

Correspondence was received from Brian Wild, 33 Southwest Parkway, requesting permission to close the street for this party.

Adopted Resolution: **74** Ayes: Mayor Maute, Trustees O'Brien, Robinson, Schroeder, and Sugg

Trustee Robinson commented on the need for new markings in the Municipal Building parking lot for safer traffic flow. Superintendent Cansdale indicated that his department would be taking care of this issue to paint the new parking lot markings.

➤ **CLERK – TREASURER** – Michael E. Stegmeier

The draft copy of the MS4 Stormwater Annual Report was provided by William Schutt & Associates and is available for review in the Clerk's office. The final copy will be issued at the end of the month after any comments are considered.

He provided a report on the Main Street Program and the three (3) projects that are moving towards completion. He contacted the NYS Office of Community Renewal regarding the process for requesting disbursements for each project.

The William G. Pomeroy Foundation has provided grants for two (2) signs to designate the Central Avenue District and Broadway District which have been placed on the National Register of Historic Places. The signs will be delivered and installed with the assistance of the Department of Public Works.

He provided an update on the transition to a new accounting software and utility billing program. There was an online session with the vendor where data was pulled from the current systems to begin the conversion process to the new systems. He is waiting to hear back from the vendor to move forward with the next steps in the process.

MISCELLANEOUS:

Matt Fischione, Town Building Department, commented on new projects being considered by the Planning Commission and possible renovations to the Sunoco gas station.

Trustee Sugg noted that the May 16 committee meeting will include further discussions on the Ethics Code following a presentation and review of a lighting proposal.

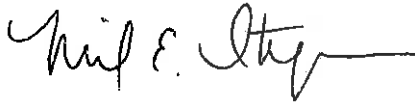
ADJOURNMENT:

Motion by **Trustee Schroeder** and seconded by **Trustee Sugg** to adjourn the meeting at 7:36 p.m. in memory of Jenny Buitrago, Adelaide Harvey, Joseph Kegler, Jordan Piechowicz, Gary K. Thompson, and Lorna Tamol.

Adopted Resolution: **75**

Ayes: Mayor Maute, Trustees O'Brien, Robinson,
Schroeder, and Sugg

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Michael E. Stegmeier", with a long horizontal flourish extending to the right.

Michael E. Stegmeier
Village Clerk – Treasurer

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VILLAGE OF LANCASTER, NY

May 23, 2016

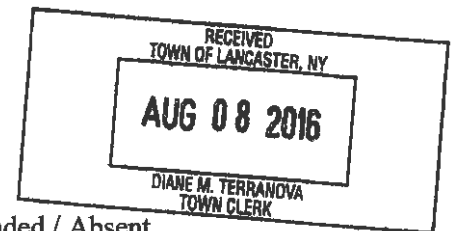
OFFICIAL MEETING MINUTES

Page 1 of 8

The regular meeting of the Village of Lancaster Board of Trustees was held in the Municipal Building Council Chambers, 5423 Broadway, Lancaster, NY, on Monday, May 23, 2016, at 7:00 P.M.

Fire Chief Volpe led the pledge to the flag.

MEETINGS TO DATE 5
NO. OF REGULARS 4
NO. OF SPECIALS 1



Attendance:

		Attended / Absent
Paul M. Maute	Mayor	5 / 0
Kenneth L. O'Brien III	Trustee / Deputy Mayor	5 / 0
Dawn M. Robinson	Trustee	5 / 0
William C. Schroeder	Trustee	5 / 0
Russell W. Sugg	Trustee	5 / 0

Also Present:

Mary G. Rozler	Deputy Clerk-Treasurer
Arthur A. Herdzik	Village Attorney
William G. Cansdale	DPW Superintendent
James S. Volpe	Fire Chief
Shawn Marshall	Code Enforcement Officer
James B. Allein	Planning Commission Chairperson

Motion by Trustee Robinson and seconded by Trustee Schroeder to accept the minutes of the May 9, 2016 regular meeting.

Adopted Resolution: 76 Ayes: Mayor Maute, Trustees O'Brien, Robinson, Schroeder, and Sugg

ABSTRACT OF AUDITED VOUCHERS

Motion by Trustee Robinson and seconded by Trustee O'Brien that the Treasurer be authorized to pay, from the vouchers, all the claims against the GENERAL, WATER, SEWER, TRUST, CAPITAL, EQUIPMENT RESERVE, COMMUNITY DEVELOPMENT and SPECIAL REPAIR RESERVE FUNDS for the period from 5/10/16 to 5/23/16.

Further, that the report of the Finance Committee be accepted from the abstract of the audited vouchers, a total of 98 claims were approved, and that all claims were paid against the:

GENERAL FUND	-----in the amount of	\$	146,206.06
WATER FUND	-----in the amount of	\$	--
SEWER FUND	-----in the amount of	\$	10,925.73
TRUST FUND	-----in the amount of	\$	--
CAPITAL FUND	-----in the amount of	\$	3,280.00
EQUIPMENT RESERVE	-----in the amount of	\$	--
COMMUNITY DEVELOPMENT	-----in the amount of	\$	--
SPECIAL REPAIR RESERVE FUND	-----in the amount of	\$	--
For the period from 4/26/16 To 5/9/16			

Claims that were processed and paid are identified by the following check numbers:

General Fund checks # 80800 through # 80844
Sewer Fund checks # 10614 through # 10642
Capital Fund checks # 1446 through # 1447

Adopted Resolution: 77 Ayes: Mayor Maute, Trustees O'Brien, Robinson,
Schroeder, and Sugg

CORRESPONDENCE:

Motion by Trustee Schroeder and seconded by Trustee Robinson to receive and file correspondence from Gwen Cassidy and Frank Maddock requesting the Village Board to invite County Executive Mark Poloncarz to observe the conditions at Como Lake Park, and further to authorize Mayor Maute to send a letter to Mr. Poloncarz to extend an invitation to visit the park and view its current conditions.

Adopted Resolution: 78 Ayes: Mayor Maute, Trustees O'Brien, Robinson,
Schroeder, and Sugg

RESOLUTIONS:

Motion by Trustee Robinson and seconded by Trustee Sugg to accept and approve the following applications for membership to the Lancaster Volunteer Fire Department:

- Sebastian Collin, 12 Mason Place, to the Explorer Post #333,
- Ethan Timm, 10 Division Street, to the Explorer Post #333, and
- Steve Potycz, 3677 Walden Avenue, to the Explorer Post #333.

Adopted Resolution: 79 Ayes: Mayor Maute, Trustees O'Brien, Robinson,
Schroeder, and Sugg

Motion by Trustee Sugg and seconded by Trustee Robinson authorizing Mayor Maute to sign and execute a Memorandum of Agreement with the CSEA Employee Benefit Fund to offer a Retiree Vision Program beginning June 1, 2016 with no obligation to the Village of Lancaster in any way financially or administratively.

Adopted Resolution: 80 Ayes: Mayor Maute, Trustees O'Brien, Robinson,
Schroeder, and Sugg

Motion by Trustee Sugg and seconded by Trustee Robinson to approve renewal of coverage with Selective Insurance for property, general liability, automobile, crime, umbrella, and other insurance coverage for the policy year effective June 1, 2016 – May 31, 2017, and further authorizing Mayor Maute to sign and submit documents as required to renew these insurance policies.

Adopted Resolution: 81 Ayes: Mayor Maute, Trustees Robinson, Schroeder,
and Sugg
Abstained: Trustee O'Brien

Motion by Trustee Sugg and seconded by Trustee Robinson to appoint M&T Insurance Agency as the exclusive Broker of Record with respect to all insurance coverages provided by Selective Insurance effective immediately for the 2016-2017 policy year.

Adopted Resolution: **82** Ayes: Mayor Maute, Trustees Robinson, Schroeder,
and Sugg
Abstained: Trustee O'Brien

Motion by Trustee Sugg and seconded by Trustee O'Brien to approve the site plan for NutraBlend Foods at 3805 Walden Avenue for erection of a metal building on the south side of the existing facility for warehousing and packaging operations, per the recommendation of the Planning Commission, with the following contingency:

- A letter of approval from William Cansdale, Superintendent of the Department of Public Works.

Approval of the SEQR form was adjourned until the June 16, 2016 Planning Commission meeting.

Adopted Resolution: **83** Ayes: Mayor Maute, Trustees O'Brien, Robinson,
Schroeder, and Sugg

Motion by Trustee Sugg and seconded by Trustee O'Brien to approve the site plan for Nicholas Cappelli, owner of Prime Time Energy Services at 67 Sheldon Avenue, for a pole barn for storage of company vehicles, per the recommendation of the Planning Commission, with the following contingency:

- A letter of approval from William Cansdale, Superintendent of the Department of Public Works.

Adopted Resolution: **84** Ayes: Mayor Maute, Trustees O'Brien, Robinson,
Schroeder, and Sugg

Motion by Trustee Schroeder and seconded by Trustee Robinson to support the Downtown Revitalization Initiative (DRI) as provided through efforts of the NYS Regional Economic Development Councils, and hereby stating that the Village of Lancaster Board of Trustees supports the revitalization of our downtown and commits to the building and implementing of a strategic investment plan including the formation of a local DRI Planning Commission to oversee the plan.

Adopted Resolution: **85** Ayes: Mayor Maute, Trustees O'Brien, Robinson,
Schroeder, and Sugg

BUILDING PERMITS:

Motion by Trustee Sugg and seconded by Trustee O'Brien to accept the report of building permits issued by the Town of Lancaster Building Department for properties within the Village of Lancaster as follows:

PERMIT NO	LAST NAME	ADDRESS	PURPOSE OF PERMIT
16-25016	Mattison	3503 Walden Ave	Fence
16-25162	Yavicoli	81 Wilkshire Pl	Roof
16-25165	Cunningham	112 Robert Dr	Fence
16-25166	Equity Trust Company	5511 Broadway St	Roof
16-25174	Strasser	80 Sixth Ave	Residential Alteration
16-25180	Hatt	2109 Como Park Blvd	Roof
16-25183	Gajkowski	21 Veterans Dr	Fence
16-25184	Cassick	7 Oakwood Ave	Roof
16-25186	McNally	64 Irwinwood Rd	Roof

VILLAGE OF LANCASTER, NY

May 23, 2016

OFFICIAL MEETING MINUTES

Page 4 of 8

16-25187	Hastreiter	43 Lombardy St	Roof
16-25194	Thornton	108 Harvey Dr	Roof
16-25204	Guasteferro	36 Park Blvd	Residential Alteration
16-25208	D'auria	43 Harvey Dr	Fence
16-25209	Tinney	1931 Como Park Blvd	Fence
16-25210	Garlow	55 Oxford Ave	Fence
16-25211	Francis	93 Bowen Ave	Roof
16-25223	D'anthony	27 Court St	Roof
16-25234	Robinson	53 Wayne St	Shed
16-25235	Braun	50 St. Mary's St	Sign
16-25241	Benson	2035 Como Park Blvd	Fence
16-25245	Douglass	33 Ivy Way	Roof
16-25255	Pfender	70 S Irwinwood Rd	Roof
16-25256	Marciano	188 Aurora St	Fence

Adopted Resolution: 86

Ayes: Mayor Maute, Trustees O'Brien, Robinson, Schroeder, and Sugg

AUDIENCE PARTICIPATION:

Paul Welker – 96 Bowen Avenue: He reported on response calls by the Lancaster Volunteer Ambulance Corps (LVAC) during the months of March and April 2016.

Frank Maddock – 43 Wren Avenue: He commented on personal feedback from a Williamsville resident who stated that the village looked nice during a recent visit.

COMMITTEE REPORTS & FOLLOW UPS:

➤ FINANCE & CLAIMS – Trustee Robinson

The Village Board is reviewing options for LED street lighting and light pole leasing with two (2) companies (RealTerm Energy and Wendel). Information will be provided to both companies to prepare a cost analysis for comparison to determine the most cost effective option for taxpayers.

Assemblyman Michael Kearns attended the Village Officials Association meeting last Thursday in Lancaster. He is supporting a "Bank Shame Campaign" to hold banks accountable and responsible for incomplete foreclosure properties. There is a complaint form for residents to report any "zombie" properties to his office in an effort to prepare a database for tracking the magnitude of the problem. The Village of Lancaster has been effective dealing with this issue through the Village Code and use of a local land bank.

Motion by **Trustee Robinson** and seconded by **Trustee Schroeder** to approve a service agreement with Copier Fax Business Technologies, in the amount of \$5,142.00, for maintenance and support of the DocuWare electronic management system, including a scanner for the Clerk-Treasurer's office, for a one-year period effective June 1, 2016, with funds allocated in the 2016-17 adopted budget.

Adopted Resolution: 87

Ayes: Mayor Maute, Trustees O'Brien, Robinson, Schroeder, and Sugg

➤ PUBLIC WORKS – Trustee Schroeder

He commented on the elimination of the water surcharge on village water accounts effective on June 1, 2016. The surcharge had been in place since the merger with Erie County Water Authority in 2002.

He reported on the current work being done by department crews including paving and brush pick up.

➤ PUBLIC SAFETY – Trustee Robinson

The village wide Safety Committee met on Wednesday, May 18th. As of that date, it has been 889 days without a loss time injury.

She reported on a New York State requirement that CO detectors must be installed in all buildings by the end of June. The Village has completed installation of these devices for full compliance of this new law.

A Citizen Preparedness training was held on May 18 where the Red Cross provided information to residents on how to respond during an emergency.

Motion by Trustee Robinson and seconded by Trustee O'Brien to grant approval for the James Metz Memorial Fund to hold a 5K Race in the Village of Lancaster on Saturday, June 4, 2016 beginning at 10:00 a.m. at Keysa Park, and further to refer the request for Fire Police aid to Chief Volpe for consideration.

Adopted Resolution: **88** Ayes: Mayor Maute, Trustees O'Brien, Robinson,
Schroeder, and Sugg

➤ BUILDING, LIGHTS & CODES – Trustee Sugg

There were repairs made to the electric service at the Municipal Building earlier today which caused interruption to service including phone calls and email delivery.

The American Red Cross provided contact information for residents to request installation of a free smoke detector in their homes. The American Red Cross phone number is (716) 878-2356.

➤ HUMAN RESOURCES – Trustee O'Brien

Motion by Trustee O'Brien and seconded by Trustee Schroeder to enter into executive session with Superintendent Cansdale and Attorney Herdzyk to discuss personnel matters related to the Department of Public Works.

Adopted Resolution: **89** Ayes: Mayor Maute, Trustees O'Brien, Robinson,
Schroeder, and Sugg

Motion by Trustee Sugg and seconded by Trustee O'Brien to reconvene the meeting. There were no votes or action taken during the executive session that would require entry into the minutes.

Adopted Resolution: **90** Ayes: Mayor Maute, Trustees O'Brien, Robinson,
Schroeder, and Sugg

➤ COMMUNITY EVENTS – Trustee Schroeder

The Car Show is scheduled for June 5th and the registration form is available online.

➤ **ECONOMIC DEVELOPMENT** – Trustee Sugg

The Zoning Board of Appeals is meeting on June 2nd to consider two (2) variance requests.

The 2016 Community Leadership Awards Luncheon sponsored by the Lancaster Area Chamber of Commerce is being held on Tuesday, June 14th.

➤ **SEWER** – Trustee O'Brien

Motion by **Trustee O'Brien** and seconded by **Trustee Schroeder** authorizing Mayor Maute to sign and execute a contract with Watts Engineering for engineering services to complete a sanitary sewer evaluation survey upon approval of the contract by the Village Attorney.

Adopted Resolution: 91 Ayes: Mayor Maute, Trustees O'Brien, Robinson, Schroeder, and Sugg

DEPARTMENT HEAD REPORTS & FOLLOW UPS:

➤ **VILLAGE ATTORNEY** – Arthur A. Herdzik

No report.

➤ **FIRE CHIEF** – James S. Volpe

No report.

➤ **CODE ENFORCEMENT OFFICER** – Shawn Marshall

He previously provided a list of vacant homes to the Village Board in response to Assemblyman Kearns' efforts to identify "zombie" properties in the community. He opposes listing these properties on a statewide database for safety concerns should the location of vacant homes be made available to the general public. He maintains the list of properties and periodically checks on their status and conditions. He also utilizes a clearinghouse that provides owner information and he has received positive feedback with companies taking care of issues when requested.

➤ **PLANNING COMMISSION** – James Allein

He requested better access for tenants that own businesses during the 4th of July celebration. There is a need for 25 to 30 additional spaces in the parking lot near the concrete pad at the end of West Main Street along with some room for pedestrian traffic.

➤ **DPW SUPERINTENDENT** – William Cansdale

Two (2) chippers are damaged due to age and are unrepairable. He provided a proposal from Vermeer to lease or rent a chipper for three (3) months at \$6,500 per month. The cost to purchase a new chipper is \$65,000. The options will be considered in the Public Works Committee.

He provided copies of two (2) letters from the NYS Department of Transportation regarding work being done by the State's contractor on behalf of the Village at no cost to the Village of Lancaster.

Motion by **Trustee O'Brien** and seconded by **Trustee Schroeder** to appoint Nicholas Parucki as a seasonal employee (Laborer) for the Department of Public Works at the first year seasonal rate per the terms of the Seasonal Employment Policy.

Adopted Resolution: **92** Ayes: Mayor Maute, Trustees O'Brien, Robinson, Schroeder, and Sugg

He provided email correspondence from Donald Gallo, Engineer, regarding options for a retaining wall on West Main Street. It was expected that when the area was excavated the contractor would find a retaining wall in place. However, it was found that there was no retaining wall. Mr. Gallo provided three (3) options ranging from \$14,688 (filling and grading) to \$92,550 (new retaining wall) to complete the work at the site.

Motion by **Trustee Schroeder** and seconded by **Trustee Sugg** to refer the proposed options from Donald Gallo for a retaining wall on West Main Street to the Public Works Committee for review.

Adopted Resolution: **93** Ayes: Mayor Maute, Trustees O'Brien, Robinson, Schroeder, and Sugg

Motion by **Trustee Schroeder** and seconded by **Trustee Robinson** to authorize Superintendent Cansdale to advertise for bids for sidewalk concrete work effective for the 2016-17 fiscal year.

Adopted Resolution: **94** Ayes: Mayor Maute, Trustees O'Brien, Robinson, Schroeder, and Sugg

➤ **CLERK – TREASURER** – Mary G. Rozler (Deputy)

The Financial Disclosure Forms were distributed to employees and officers pursuant to the Code of Ethics with a due date of June 30, 2016.

Remote training for the new accounting software will begin on May 31st. It is expected that the system will be ready to process vouchers and print checks for the next board meeting on June 13th. The utility billing program for sewer invoices is expected to be live for the first installment billing of the new fiscal year in July.

MISCELLANEOUS:

The Memorial Day Parade will be on Monday, May 30th at 9:00 a.m. at the Veterans' Park.

There is a meeting with representatives from FEMA on June 2nd at 6:00 p.m. to discuss the flood risk mapping and levee accreditation issues.

Trustee Sugg commented on discussions by the Village Board regarding the Code of Ethics including potential committees and revisions to the Financial Disclosure Form and the Village Code.

Attorney Herdzik clarified that the Financial Disclosure Form is already adopted within the Code and would not require a public hearing for certain changes. A proposed acknowledgement of the Ethics Code by Village employees and officials is currently not "on the books" for the Village of Lancaster. This acknowledgement may be adopted by the Village Board by resolution or a public hearing. He provided a proposal for both options explaining the procedures that would be necessary to make each one effective.

Motion by Trustee Robinson and seconded by Trustee Schroeder to approve that an acknowledgement shall be obtained from all Village employees and officials to affirm that each person has reviewed, understands, and shall comply with the Code of Ethics found in Chapter 14 of the Village Code; and further that the acknowledgement must be completed and any individual who fails to complete such form will be subject to discipline.

Trustee Sugg recommended the addition of language that the form "must" be completed and that failure to comply "will" be subject to discipline.

Adopted Resolution: **95** Ayes: Mayor Maute, Trustees O'Brien, Robinson, Schroeder, and Sugg

Attorney Herdzik questioned the intent of adding language pertaining to enforcement of the acknowledgement and how it relates to his proposed resolution.

Trustee Sugg recommended that the issue of the acknowledgement be placed back into committee to review further including his proposed revisions that he had previously sent for consideration.

Motion by Trustee Robinson and seconded by Trustee Sugg to schedule a public hearing in Council Chambers on Monday, June 27, 2016, at 7:15 p.m. to consider a proposed local law to amend Chapter 14 of the Village Code to enact a new section "Requests for an advisory legal opinion".

Adopted Resolution: **96** Ayes: Mayor Maute, Trustees O'Brien, Robinson, Schroeder, and Sugg

Motion by Trustee Robinson and seconded by Trustee Sugg to rescind Adopted Resolution #95 approving an acknowledgement of the Code of Ethics by all Village employees and officials, and hereby to refer this matter to committee for further review.

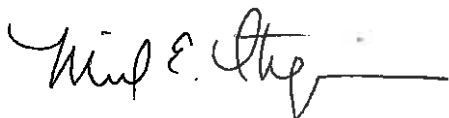
Adopted Resolution: **97** Ayes: Mayor Maute, Trustees O'Brien, Robinson, Schroeder, and Sugg

ADJOURNMENT:

Motion by Trustee O'Brien and seconded by Trustee Schroeder to adjourn the meeting at 8:20 p.m. in memory of Eleanor Angielczyk, James Bardol, John Clark, Jeffrey Federowicz, Jeffrey Gilray, Clarice Hassell, Arlene Ippolito, Betty Lou Keicher, Ralph Kossin, Francis Saelzler, and Lorraine Simme.

Adopted Resolution: **98** Ayes: Mayor Maute, Trustees O'Brien, Robinson, Schroeder, and Sugg

Respectfully submitted,



Michael E. Stegmeier
Village Clerk – Treasurer

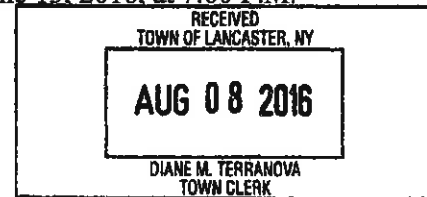
VILLAGE OF LANCASTER, NY**June 13, 2016****OFFICIAL MEETING MINUTES**

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The regular meeting of the Village of Lancaster Board of Trustees was held in the Municipal Building Council Chambers, 5423 Broadway, Lancaster, NY, on Monday, June 13, 2016, at 7:00 P.M.

Superintendent Cansdale led the pledge to the flag.

MEETINGS TO DATE 6
NO. OF REGULARS 5
NO. OF SPECIALS 1

**Attendance:**

		<u>Attended / Absent</u>
Paul M. Maute (Absent)	Mayor	5 / 1
Kenneth L. O'Brien III	Trustee / Deputy Mayor	6 / 0
Dawn M. Robinson	Trustee	6 / 0
William C. Schroeder	Trustee	6 / 0
Russell W. Sugg	Trustee	6 / 0

Also Present:

Michael E. Stegmeier	Clerk-Treasurer
Arthur A. Herdzik	Village Attorney
William G. Cansdale	DPW Superintendent
James S. Volpe	Fire Chief
Shawn Marshall	Code Enforcement Officer

Motion by Trustee Sugg and seconded by Trustee Schroeder to accept the minutes of the May 23, 2016 regular meeting with the addition of the American Red Cross phone number (716) 878-2356 under the Building, Lights & Codes Committee report for residents' information.

Adopted Resolution: **99** Ayes: Trustees O'Brien, Robinson, Schroeder, and Sugg

ABSTRACT OF AUDITED VOUCHERS

Motion by Trustee Robinson and seconded by Trustee Schroeder that the Treasurer be authorized to pay, from the vouchers, all the claims against the GENERAL, WATER, SEWER, TRUST, CAPITAL, EQUIPMENT RESERVE, COMMUNITY DEVELOPMENT and SPECIAL REPAIR RESERVE FUNDS for the period from 5/24/16 to 6/13/16.

Further, that the report of the Finance Committee be accepted from the abstract of the audited vouchers, a total of 116 claims were approved, and that all claims were paid against the:

GENERAL FUND -----	in the amount of	\$	201,206.39
WATER FUND -----	in the amount of	\$	--
SEWER FUND -----	in the amount of	\$	8,215.21
TRUST FUND -----	in the amount of	\$	2,400.04
CAPITAL FUND -----	in the amount of	\$	1,115.92
EQUIPMENT RESERVE -----	in the amount of	\$	--
COMMUNITY DEVELOPMENT -----	in the amount of	\$	--
SPECIAL REPAIR RESERVE FUND -----	in the amount of	\$	--
For the period from <u>5/10/16</u> To <u>5/23/16</u>			

Claims that were processed and paid are identified by the following check numbers:

General Fund checks # 80845 through # 80924

Sewer Fund check # 10643

Trust Fund check # 2223

Capital Fund checks # 1448 through # 1449

Adopted Resolution: **100** Ayes: Trustees O'Brien, Robinson, Schroeder,
and Sugg

CORRESPONDENCE:

Motion by Trustee Sugg and seconded by Trustee Robinson to receive and file correspondence from Chris Mueller, Director for Charter Communications, providing information on completion of the merger with Time Warner Cable, and that the new cable franchise in the Village of Lancaster will be held under the name Charter Communications, Inc. with products and services under the brand name "Spectrum".

Adopted Resolution: **101** Ayes: Trustees O'Brien, Robinson, Schroeder,
and Sugg

RESOLUTIONS:

Motion by Trustee Sugg and seconded by Trustee Schroeder authorizing Mayor Maute to sign and submit the MS4 Stormwater Annual Report for the period ending March 9, 2016, as prepared by William Schutt & Associates. (Full report available in the Clerk-Treasurer's Office.)

Adopted Resolution: **102** Ayes: Trustees O'Brien, Robinson, Schroeder,
and Sugg

Motion by Trustee Robinson and seconded by Trustee Sugg to approve the renewal of workers' compensation coverage with NYS Municipal Workers' Compensation Alliance, with a funding contribution of \$271, 263, not including the estimated NYS assessment, for the policy year beginning on July 1, 2016 and ending on June 30, 2017, with administration of this coverage to be provided directly by the Village of Lancaster through the Clerk-Treasurer's office.

Adopted Resolution: **103** Ayes: Trustees O'Brien, Robinson, Schroeder,
and Sugg

Motion by Trustee Robinson and seconded by Trustee Schroeder authorizing Mayor Maute to sign, approve, and submit a Small Group Health Care Contract including related documents to renew group health plans (POS 7100 & PPO 843) with Blue Cross & Blue Shield of Western New York for eligible employees and retirees of the Village of Lancaster for the plan year effective July 1, 2016 – June 30, 2017.

Adopted Resolution: **104** Ayes: Trustees O'Brien, Robinson, Schroeder,
and Sugg

Motion by Trustee Schroeder and seconded by Trustee Robinson to receive the bids for a Heavy Duty Diesel Powered Dump Truck with Plowing Equipment, and to award a purchase contract to Kenworth of Buffalo in the bid amount of \$168,895.00, per the recommendation of DPW Superintendent Cansdale.

Adopted Resolution: 105**Ayes: Trustees O'Brien, Robinson, Schroeder,
and Sugg**

Motion by **Trustee Robinson** and seconded by **Trustee Sugg** to receive the Sidewalk Concrete bids for sidewalk repair and restoration, and to award the contract for these services to MM Brothers Concrete Inc. in the low bid amount of \$5.50 per square foot including restoration, per the recommendation of DPW Superintendent Cansdale.

Adopted Resolution: 106**Ayes: Trustees O'Brien, Robinson, Schroeder,
and Sugg**

Motion by **Trustee Schroeder** and seconded by **Trustee Robinson** authorizing Mayor Maute to sign and execute a professional services agreement with Joseph McAdams, for compensation in the amount of \$1.00, to serve as a consultant and representative of the Village of Lancaster in communicating and negotiating the terms of a proposed lease with Upstate Tower Co., LLC.

Adopted Resolution: 107**Ayes: Trustees O'Brien, Robinson, Schroeder,
and Sugg****BUILDING PERMITS:**

Motion by **Trustee Sugg** and seconded by **Trustee Robinson** to accept the report of building permits issued by the Town of Lancaster Building Department for properties within the Village of Lancaster as follows:

PERMIT NO	LAST NAME	ADDRESS	PURPOSE OF PERMIT
16-25262	Moore	49 Cambria St	Fence
16-25263	Obstarczyk	15 Oxford Ave	Shed
16-25266	Sydoriak	16 St. Joseph St	Porch
16-25268	Friedman	63 Central Ave	Commercial Roof
16-25282	Furmanek	51 Roosevelt Ave	Sunroom
16-25297	Edwards	99 S Irwinwood Rd	Fence
16-25298	Wojciechowski	64 Sixth Ave	Roof
16-25301	Tourot	48 Banner Ave	Fence
16-25303	Ryan	150 Harvey Dr	Fence
16-25304	Haisch	1862 Como Park Blvd	Fence
16-25308	43 Central Holdings	43 Central Ave	Commercial Alteration
16-25309	Maryniewski	181 Irwinwood Rd	Demolition
16-25328	Tunis	105 Field Ave	Roof
16-25330	Brueck	79 Madison St	Roof
16-25332	Strasser	80 Sixth Ave	Residential Addition
16-25337	Lancaster CDC	11 West Main St	Sign
16-25344	Peters	11 Huntley Pl	Deck
16-25349	Giza	130 S Irwinwood Rd	Shed
16-25362	Kolb	7 Highland Pl	Roof
16-25365	Marino	6 Villa Pl	Fence
16-25366	Deutschlander	96 Holland Ave	Roof
16-25367	Kazmierczak	21 School St	Roof
16-25369	Gilligan	9 Wren Ave	Roof
16-25371	Kalle	83 Court St	Roof

Adopted Resolution: **108**Ayes: Trustees O'Brien, Robinson, Schroeder,
and Sugg**AUDIENCE PARTICIPATION:**

Frank Maddock – 43 Wren Avenue: He provided a report from Erie County regarding funding to update the park system. He noted that Como Lake Park is listed with a priority # 6 of 8 and the project has an expected completion date in Fall of 2019.

Legislator Ted Morton: He reported on a free electronics recycling drop off sponsored by Senator Gallivan at Cayuga Heights Elementary on Saturday, July 23, 2016 from 9:00 a.m. to 2:00 p.m.

He commented on the situation at Como Lake Park and the capital budget meetings for Erie County to review projects for 2017. The Como Lake project has been combined with Akron Falls resulting in an increased total cost. He was asked to gauge interest from local leaders in removing the dam and making a creek which would result in cheaper costs for maintenance by the County. He does not recommend this option. The Como Lake project will not be considered until 2018 at the minimum and it currently has a low priority.

Loren Pratt and Shawn Roes – NYS Municipal Workers' Compensation Alliance

Mr. Pratt presented the 2016 G. Jeffrey Haber Leadership Award to Trustee Robinson to recognize the Village of Lancaster and Board of Trustees for the efforts and commitment towards safety initiatives to reduce workplace injuries and promote a safe work environment. Trustee Robinson serves as the Village Board representative on the Village of Lancaster Safety Committee.

Mr. Pratt and Mr. Roes reviewed the history of the Village of Lancaster Safety Committee from its inception to the current date which has led to over 900 consecutive days without a loss time injury. Each member of the Safety Committee was presented with a certificate to recognize their commitment, diligence, time, and attention to the safety and well-being of their fellow staff members.

COMMITTEE REPORTS & FOLLOW UPS:**➤ FINANCE & CLAIMS – Trustee Robinson**

She attended a capital planning webinar on May 25 to continue efforts for long term financial planning for the Village of Lancaster.

There has been an investment in updating the accounting software which will provide more useful and timely information for making decisions in the future.

The Consolidated Funding Application (CFA) is due on July 29 and she will be meeting with the grant writer this week to review projects and begin planning for the application process.

➤ PUBLIC WORKS – Trustee Schroeder

No report.

➤ **PUBLIC SAFETY** – Trustee Robinson

FEMA is working on new flood maps that affect the Village of Lancaster. There was a meeting with representatives from FEMA and other agencies to understand the impact of the new maps and to discuss possible re-accreditation of the levees along Cayuga Creek.

➤ **BUILDING, LIGHTS & CODES** – Trustee Sugg

There is a public hearing on June 27 at 7:15 p.m. to consider a proposed local law to add a section to the Ethics Code related to a legal advisory opinion.

He scheduled a committee meeting for July 21 at 6:00 p.m. to discuss a potential Ethics Advisory Board.

➤ **HUMAN RESOURCES** – Trustee O'Brien

No report.

➤ **COMMUNITY EVENTS** – Trustee Schroeder

Motion by Trustee Schroeder and seconded by Trustee Robinson to approve a request from the Lancaster Moose Lodge to use the Village showmobile for a fundraiser on June 18, 2016, and further to authorize the Department of Public Works to deliver and set up the stage.

Adopted Resolution: **109** Ayes: Trustees O'Brien, Robinson, Schroeder,
and Sugg

He reported that the Car Show was a success despite rainy weather earlier in the day.

The schedule of events is set for the 4th of July celebration and planning is taking place to prepare for set up of the event.

➤ **ECONOMIC DEVELOPMENT** – Trustee Sugg

The Lancaster Chamber of Commerce is holding its Annual Leadership Luncheon tomorrow.

➤ **SEWER** – Trustee O'Brien

The new sewer camera will be received next week and employees will be trained on the equipment.

DEPARTMENT HEAD REPORTS & FOLLOW UPS:
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➤ **VILLAGE ATTORNEY** – Arthur A. Herdzik

Motion by Trustee Schroeder and seconded by Trustee Robinson to approve payment to Ryan Heller, in the amount of \$330.00, for additional services provided during an appeal process for the Justice Court.

Adopted Resolution: **110** Ayes: Trustees O'Brien, Robinson, Schroeder,
and Sugg

➤ **FIRE CHIEF** – James S. Volpe

No report.

➤ **CODE ENFORCEMENT OFFICER** – Shawn Marshall

No report.

➤ **DPW SUPERINTENDENT** – William Cansdale

No report.

➤ **CLERK – TREASURER** – Michael E. Stegmeier

He has begun remote training with the vendor for the new accounting system. Vouchers will be processed and checks printed on the new system this week. Live training is scheduled for the week of June 27 for other areas of the program.

The three projects for the New York Main Street program are near completion and the final paperwork will be filed for reimbursement before the program deadline at the end of June.

There has been correspondence between the consultant (Fisher Associates) and NYS Department of Transportation regarding the TAP grant project. There should be a coordination meeting with the Village of Lancaster in the near future.

He attended a webinar for the Climate Smart Communities grant program. A project for re-accreditation of the Cayuga Creek levees may be eligible for funding through this program. He is reviewing the matter with the Climate Smart Office to consider a grant application through the CFA process.

There is a Restore NY grant program that may provide an opportunity for funding related to the revitalization of downtown.

He received paperwork from the Dormitory Authority of the State of New York (DASNY) regarding the grant application for funding the West Main Street Streetscape project. The grant will only fund expenses that have not been completed at the time of award. The DASNY paperwork indicates that the Village is still in the application process and the award is still pending. He requested direction as to whether to move forward with submitting the application since some of the work for the project has already been completed. The Village would need to work with the contractor to delay the remainder of the project while awaiting a response from DASNY regarding the grant award.

Motion by **Trustee Sugg** and seconded by **Trustee Robinson** to authorize and direct Clerk-Treasurer Stegmeier to submit the grant application paperwork received from DASNY for the State and Municipal (SAM) Facilities program for the purpose of funding the West Main Street Streetscape project.

Adopted Resolution: 111 **Ayes: Trustees O'Brien, Robinson, Schroeder, and Sugg**

MISCELLANEOUS:

Town Councilmember Matt Walter reported that the Library parking lot project is moving forward. He also indicated that the new dog pound has been received and will be put in place shortly at the Town property on Pavement Road.

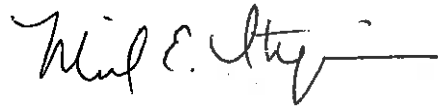
ADJOURNMENT:

Motion by **Trustee Schroeder** and seconded by **Trustee Robinson** to adjourn the meeting at 7:54 p.m. in memory of Katherine Benzel, Helen Jandzinski, John Jankowski, Jr., Gerda Koley, Dorothy Leuer, Yolanda Marino, Donald Reding, Robert Schill, Robert Walczak, and the shooting victims in Orlando, Florida.

Adopted Resolution: **112**

Ayes: Trustees O'Brien, Robinson, Schroeder,
and Sugg

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Michael E. Stegmeier", followed by a horizontal line.

Michael E. Stegmeier
Village Clerk – Treasurer

VILLAGE OF LANCASTER, NY

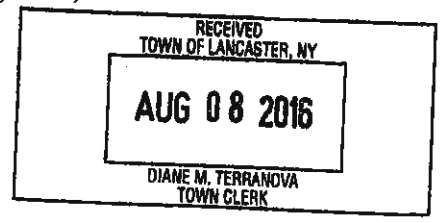
June 27, 2016

OFFICIAL MEETING MINUTES

Page 1 of 10

The regular meeting of the Village of Lancaster Board of Trustees was held in the Municipal Building Council Chambers, 5423 Broadway, Lancaster, NY, on Monday, June 27, 2016, at 7:00 P.M.

Trustee O'Brien led the pledge to the flag.



MEETINGS TO DATE 7
NO. OF REGULARS 6
NO. OF SPECIALS 1

Attendance:

Paul M. Maute
Kenneth L. O'Brien III
Dawn M. Robinson
William C. Schroeder
Russell W. Sugg

Mayor
Trustee / Deputy Mayor
Trustee
Trustee
Trustee

Attended / Absent

6 / 1
7 / 0
7 / 0
7 / 0
7 / 0

Also Present:

Michael E. Stegmeier
William G. Cansdale
James S. Volpe
Shawn Marshall
James B. Allein
Dawn Gaczewski

Clerk-Treasurer
DPW Superintendent
Fire Chief
Code Enforcement Officer
Planning Commission Chairperson
Special Events Director

Motion by **Trustee O'Brien** and seconded by **Trustee Schroeder** to accept the minutes of the June 13, 2016 regular meeting.

Adopted Resolution: **113** Ayes: Mayor Maute, Trustees O'Brien, Robinson, Schroeder, and Sugg

ABSTRACT OF AUDITED VOUCHERS

Motion by **Trustee Robinson** and seconded by **Trustee O'Brien** that the Treasurer be authorized to pay, from the vouchers, all the claims against the GENERAL, WATER, SEWER, TRUST, CAPITAL, EQUIPMENT RESERVE, COMMUNITY DEVELOPMENT and SPECIAL REPAIR RESERVE FUNDS for the period from 6/14/16 to 6/27/16.

Further, that the report of the Finance Committee be accepted from the abstract of the audited vouchers, a total of 115 claims were approved, and that all claims were paid against the:

GENERAL FUND	-----in the amount of	\$	433,754.82
WATER FUND	-----in the amount of	\$	--
SEWER FUND	-----in the amount of	\$	6,270.99
TRUST FUND	-----in the amount of	\$	5,867.76
CAPITAL FUND	-----in the amount of	\$	745.58
EQUIPMENT RESERVE	-----in the amount of	\$	--
COMMUNITY DEVELOPMENT	-----in the amount of	\$	--
SPECIAL REPAIR RESERVE FUND	----in the amount of	\$	--
For the period from <u>5/24/16</u> To <u>6/13/16</u>			

Claims that were processed and paid are identified by the following check numbers:

General Fund checks # 81001 through # 81092
Sewer Fund checks # 10700 through # 10703
Trust Fund checks # 2250 through # 2251
Capital Fund check # 1500

Adopted Resolution: **114** Ayes: Mayor Maute, Trustees O'Brien, Robinson,
Schroeder, and Sugg

CORRESPONDENCE:

-none-

RESOLUTIONS:

Motion by Trustee Sugg and seconded by Trustee Schroeder to accept and approve the following applications for membership to the Lancaster Volunteer Fire Department:

- Aaron M. Ruda, 158 Irwinwood Road, to the Eagle Hose Company, and
- Anthony R. Yates, 23 Colonial Avenue, to the Protective Hose Company.

Adopted Resolution: **115** Ayes: Mayor Maute, Trustees O'Brien, Robinson,
Schroeder, and Sugg

Motion by Trustee Schroeder and seconded by Trustee Robinson to appoint Brian Mamott as a permanent employee for the Department of Public Works, effective June 21, 2016, following the successful completion of his probationary period, per the recommendation of Superintendent Cansdale.

Adopted Resolution: **116** Ayes: Mayor Maute, Trustees O'Brien, Robinson,
Schroeder, and Sugg

Motion by Trustee Robinson and seconded by Trustee Schroeder to adopt the following resolution:

WHEREAS, the Village of Lancaster (hereinafter "local government") believes that climate change poses a real and increasing threat to our local and global environments and is primarily due to the burning of fossil fuels; and

WHEREAS, the effects of climate change will endanger our infrastructure, economy and livelihoods; harm our farms, orchards, and ecological communities, including native fish and wildlife populations; spread invasive species and exotic diseases; reduce drinking water supplies and recreational opportunities; and pose health threats to our citizens; and

WHEREAS, we believe that our response to climate change provides us with an unprecedented opportunity to save money, and to build livable, energy-independent and secure communities, vibrant innovation economies, healthy and safe schools, and resilient infrastructures; and

WHEREAS, we believe the scale of greenhouse gas (GHG) emissions reductions required for climate stabilization will require sustained and substantial efforts; and

WHEREAS, we believe that even if emissions were dramatically reduced today, communities would still be required to adapt to the effects of climate change for decades to come,

IT IS HEREBY RESOLVED that Village of Lancaster, in order to reduce greenhouse gas emissions and adapt to a changing climate, adopts the New York State Climate Smart Communities Pledge, which comprises the following ten elements:

1. Pledge to be a Climate Smart Community.
2. Set goals, inventory emissions, plan for climate action.
3. Decrease community energy use.
4. Increase community use of renewable energy.
5. Realize benefits of recycling and other climate-smart solid waste management practices.
6. Reduce greenhouse gas emissions through use of climate-smart land-use tools.
7. Enhance community resilience and prepare for the effects of climate change.
8. Support development of a green innovation economy.
9. Inform and inspire the public.
10. Commit to an evolving process of climate action.

Adopted Resolution: **117** Ayes: Mayor Maute, Trustees O'Brien, Robinson,
Schroeder, and Sugg

Motion by **Trustee O'Brien** and seconded by **Trustee Robinson** authorizing Mayor Maute to sign and execute the following contracts for performance services during 2016 events:

- Carnival Kids	\$500.00	7/2/2016
- Dream Spectrum	\$100.00	8/6/2016
- PA Line	\$400.00	8/6/2016

Adopted Resolution: **118** Ayes: Mayor Maute, Trustees O'Brien, Robinson,
Schroeder, and Sugg

Motion by **Trustee Robinson** and seconded by **Trustee O'Brien** authorizing Mayor Maute to sign and approve a proposal for music production services from Armor Inn Events and Entertainment for the following events:

- Independence Days	\$3,240.00
- Taste of Lancaster	\$1,390.00
- Arts in the Village	\$ 840.00
- Tree Lighting	\$ 535.00

Adopted Resolution: **119** Ayes: Mayor Maute, Trustees O'Brien, Robinson,
Schroeder, and Sugg

Motion by **Trustee Sugg** and seconded by **Trustee Schroeder** authorizing Mayor Maute to sign and approve a proposal from Comtel for additional licensing to use a SIP carrier related to services for the phone system upgrade with the cost to be covered by funds allocated in budget line A1325.474 (Website / Internet / Software License), and further to designate Time Warner as the SIP provider for the Village of Lancaster.

Adopted Resolution: **120** Ayes: Mayor Maute, Trustees O'Brien, Robinson,
Schroeder, and Sugg

Motion by **Trustee Robinson** and seconded by **Trustee Sugg** authorizing Mayor Maute to sign and execute a Safety Management Consultation Service Agreement with M&T Insurance Agency with an annual cost of \$7,500.00 for safety management services for the period from July 1, 2016 to June 30, 2017, with funds allocated in budget code A9040.8 (Workers' Compensation).

Adopted Resolution: 121

Ayes: Mayor Maute, Trustees Robinson, Schroeder, and Sugg

Abstained: Trustee O'Brien

Motion by **Trustee Robinson** and seconded by **Trustee Sugg** authorizing the renewal of the Health Reimbursement Arrangement (HRA) plan with HealthNow Administrative Services (HNAS) for the plan year effective July 1, 2016 through June 30, 2017, with the same levels of substantiation as provided in the 2015-16 plan year, and to approve the Schedule of Fees for the 2016-17 plan year as provided in Schedule "B", and further confirming that Clerk-Treasurer Stegmeier was authorized to sign and submit the required documentation on June 17, 2016 to renew the HRA plan as stated above for all eligible employees and retirees of the Village of Lancaster.

Adopted Resolution: 122

Ayes: Mayor Maute, Trustees O'Brien, Robinson, Schroeder, and Sugg

Motion by **Trustee Schroeder** and seconded by **Trustee Robinson** to accept and approve the bid received in the amount of \$6,100.00 for the 1978 American LaFrance Ladder Truck as sold through Auctions International.

Adopted Resolution: 123

Ayes: Mayor Maute, Trustees O'Brien, Robinson, Schroeder, and Sugg

Motion by **Trustee Schroeder** and seconded by **Trustee O'Brien** to approve the purchase of an Altec CFD1217 Chipper unit from Altec Industries, Inc., in the amount of \$36,725.00, as provided through NJPA Bid Contract # 031014-ALT, and further to appropriate unassigned fund balance in the General Fund to cover the cost of this purchase.

Adopted Resolution: 124

Ayes: Mayor Maute, Trustees O'Brien, Robinson, Schroeder, and Sugg

Motion by **Trustee Schroeder** and seconded by **Trustee Sugg** to declare 2 chipper units (Brush Bandit and 2006 Carlton Brush Chipper) as surplus equipment, and further to direct Superintendent Cansdale to list these items for sale on Auctions International.

Adopted Resolution: 125

Ayes: Mayor Maute, Trustees O'Brien, Robinson, Schroeder, and Sugg

Motion by **Trustee Robinson** and seconded by **Trustee Schroeder** to authorize the disposal of the 2003 Chevy Silverado that has been claimed as a total loss by the insurance carrier, and to accept the insurance payment of \$9,089.58 for transfer of ownership to Selective Insurance, and further to appropriate this amount towards the purchase of a new pickup truck for the Department of Public Works.

Adopted Resolution: 126

Ayes: Mayor Maute, Trustees O'Brien, Robinson, Schroeder, and Sugg

Motion by **Trustee Schroeder** and seconded by **Trustee O'Brien** to approve the purchase of a 2016 Chevrolet Silverado with Plow from Cappellino Chevrolet, in the amount of \$33,533.74, on a piggyback contract from Chautauqua County bid # E-11-14 PFTH, to replace a damaged vehicle for the Department of Public Works, and further to allocate insurance funds towards this purchase in the amount of \$9,089.58, to transfer \$20,000.00 from A1910.4 (Unallocated Insurance), and to transfer the remaining balance \$4,444.16 from A1990.9 (Contingency Account) to cover the total cost of this expenditure.

Adopted Resolution: 127**Ayes: Mayor Maute, Trustees O'Brien, Robinson, Schroeder, and Sugg**

Motion by **Trustee Schroeder** and seconded by **Trustee Sugg** to approve the pay application (Estimate #1P) for Nova Site Company, LLC, in the amount of \$59,924.39, as approved by Donald Gallo, Engineer, for construction services provided for the West Main Street Streetscape Project, and further to approve Change Order #1 in the amount of \$15,932.75 included in this pay application, for filling and grading an embankment along the sidewalk, and deleting Bid Items 4-3 (divider posts) and 4-4 (historic fencing) for a savings in the same amount of the Change Order, and thereby resulting in no change to the previously approved contract and project total costs.

Adopted Resolution: 128**Ayes: Mayor Maute, Trustees O'Brien, Robinson, Schroeder, and Sugg**

Motion by **Trustee Sugg** and seconded by **Trustee Robinson** authorizing an agreement with Donegal Construction Corporation for milling services during the 2016 paving season with terms as provided through an Erie County bid.

Adopted Resolution: 129**Ayes: Mayor Maute, Trustees O'Brien, Robinson, Schroeder, and Sugg**

Motion by **Trustee Robinson** and seconded by **Trustee Schroeder** to release the Community Development Corporation (CDC) from obligations to the Village of Lancaster regarding a parking lot lease between the Village and the CDC as it relates to property known as 14-16 West Main Street upon consummation of the sale of said property to Mr. Richard Young and/or Performance Advantage Company.

Adopted Resolution: 130**Ayes: Mayor Maute, Trustees O'Brien, Robinson, Schroeder, and Sugg****BUILDING PERMITS:**

Motion by **Trustee Sugg** and seconded by **Trustee Schroeder** to accept the report of building permits issued by the Town of Lancaster Building Department for properties within the Village of Lancaster as follows:

PERMIT NO	LAST NAME	ADDRESS	PURPOSE OF PERMIT
16-25384	Puerner	19 Hinchey Ave	Roof
16-25386	Boberg	113 Irwinwood Rd	Roof
16-25388	Schuster	2040 Como Park Blvd	Fence
16-25389	Drozdiel	29 Hinchey Ave	Fence
16-25390	Dojnik	76 Sturm St	Roof
16-25395	Doersam	66 Norris Ave	Fence
16-25398	Steinbrenner	54 Lancaster Ave	Fence
16-25404	NYSARC Inc.	31 Lancaster Ave	Fence
16-25408	Wawrowski	30 Clark St	Fence
16-25413	Presbyterian Society	5461 Broadway St	Temporary Sign
16-25423	Conrad	45 Fairfield Ave	Fence
16-25429	Brown	118 Fourth Ave	Residential Addition
16-25433	Andolina	305 Central Ave	Roof
16-25451	Volpe	74 Benson Dr	Roof
16-25453	Sitek	386 Aurora St	Shed

16-25455

Velocci

57 Sawyer Ave

Generator

Adopted Resolution: 131

Ayes: Mayor Maute, Trustees O'Brien, Robinson,
Schroeder, and Sugg**AUDIENCE PARTICIPATION:**

Bill Buchholz: He commented on upcoming events for the Bryce Buchholz Fund including participation at the 4th of July celebration and a new event at the Taste of Lancaster.

Frank Maddock – 43 Wren Avenue: He requested an update on the Village response to rat issues.

Mayor Maute reviewed the efforts made by code enforcement and indicated that there has been a lower amount of calls regarding problems with rats.

Trustee O'Brien stated that enforcement has helped the issue. The option to purchase garbage totes will be re-addressed at the end of the Town garbage contract.

Frank Staltier – Sawyer Avenue: He questioned the possibility of funding to pursue quiet zones for railroad traffic in the Village of Lancaster.

Trustee Sugg commented that funds were not available this year to pursue a project to create quiet zones. The project will be re-addressed in future years.

Mr. Staltier commented on safety concerns with a helicopter that participated in the Fire Truck Parade last year. He stated that there may be a liability issue and questioned who would take responsibility if there was an accident involving the helicopter.

It was noted that the Fire Truck Parade is organized and maintained by the Lancaster Fire Museum. The event is not operated by the Village of Lancaster.

Mr. Staltier stated concerns with the Village employment policy regarding vendors that are also being paid as an employee or contractor. He opposes allowing an employee to also bid on services as a vendor.

It was noted that an independent contractor is not an employee of the Village of Lancaster. It is not considered a conflict for an independent contractor to bid on items as a vendor.

Trustee Robinson commented on the findings by the Village Attorney related to the Events Director (independent contractor) who also owns a local business and has provided services to the Village as a vendor. It was determined by the Village Attorney that there was no conflict in this situation.

Paul Nosbisch, Jr. – 31 Newell Avenue: He commented on aircraft rules including the restriction that aircraft is not able to fly directly over any persons in the community. He noted that the Mercy Flight helicopter did not violate this rule during the Fire Truck Parade.

PUBLIC HEARING @ 7:15 PM -**ETHICS CODE – ADVISORY LEGAL OPINION**

Mayor Maute opened the public hearing at 7:15 p.m. The following is an abstract of the public notice advertised in the Lancaster Bee.

Please take notice that the Village of Lancaster Board of Trustees passed a resolution at their May 23rd, 2016 Village Board meeting to conduct a public hearing in the Council Chambers of the Lancaster Municipal Building, 5423 Broadway, Lancaster, NY on Monday, June 27th, 2016 at 7:15 p.m.

The purpose of this hearing is to consider amending Chapter 14 "Ethics, Code of" of the Code of the Village of Lancaster, New York as follows:

Section 14- 8 - "Penalties for offenses" would be re-codified as Section 14-9.

A new Section 14- 8 would be enacted which shall read as follows:

"Requests for an advisory legal opinion.

A member of the Village Board of Trustees on his or her own initiative or, in the discretion of the member, in response to a request of another, may request an advisory legal opinion whether the past, present or proposed conduct of any individual violates the Code of Ethics set forth in this Chapter. The request for an advisory opinion shall be in writing. Unless the Village Board determines that the inquiry shall be addressed to other counsel who shall be identified by the Village Board, the request shall be directed to the Village Attorney. Counsel to whom the request is directed may request information in addition to the particulars set forth within the written request and/or conduct further investigation. The advisory opinion shall be in writing. Unless an extension of time is granted by the Village Board or the member of the Village Board making such request, counsel shall provide his or her written advisory opinion within 30 days of receipt of the written request therefore."

At said hearing all persons so desiring shall have the opportunity to be heard.

*Michael E. Stegmeier
Village Clerk*

Audience Participation: -none-

Trustee Robinson commented on the need for this amendment to provide a fair process for complaints that will lead to a solution without the negative impact of public review before a determination has been made regarding the matter.

Trustee Sugg stated that this amendment is a small first step towards ethics reform. His support of this local law does not reflect his contentment with existing ethical guidelines and policies which he feels lacks transparency. He continues to support citizen participation in the oversight process. There is a scheduled work session on July 21, 2016 at 6:00 p.m. to discuss a Citizens Advisory Board.

Paul Nosbisch, Jr. – 31 Newell Avenue: He commented on the review process and privacy issues of the individuals involved relating to any complaints until the matter is resolved.

Frank Staltier – Sawyer Avenue: He requested clarification on the types of situations that may be considered ethical issues and commented on the need for a process to disclose findings to the public.

Motion by Trustee Schroeder and seconded by Trustee Robinson to close the public hearing.

Adopted Resolution: 132 Ayes: Mayor Maute, Trustees O'Brien, Robinson, Schroeder, and Sugg

Motion by Trustee Robinson and seconded by Trustee Schroeder to adopt the amendment as presented.

Adopted Resolution: 133 Ayes: Mayor Maute, Trustees O'Brien, Robinson, Schroeder, and Sugg

COMMITTEE REPORTS & FOLLOW UPS:**➤ FINANCE & CLAIMS – Trustee Robinson**

She reported on the Consolidated Funding Application (CFA) process. The Village is pursuing two (2) grant opportunities including the Empire State Development Strategic Planning and Feasibility Study for the downtown area. The other grant application is through the Climate Smart Communities program to request funding towards levee re-accreditation along Cayuga Creek.

➤ PUBLIC WORKS – Trustee Schroeder

He commented that the sale of the 1978 ladder truck received a bid higher than expected.

➤ PUBLIC SAFETY – Trustee Robinson

She reported that the Municipal Building stairs to the Fire Department lounge have been repaired per Superintendent Cansdale.

She commented on the Walden Avenue / Central Avenue intersection that is being reconstructed by the New York State Department of Transportation to widen and make a safer intersection for motorists and pedestrians.

The Village-wide Safety Committee met last Wednesday to continue its efforts and commitment towards safety initiatives in the Village of Lancaster.

➤ BUILDING, LIGHTS & CODES – Trustee Sugg

There is a committee meeting on July 21 at 6:00 p.m. to discuss a potential Ethics Advisory Board.

➤ HUMAN RESOURCES – Trustee O'Brien

No report.

➤ COMMUNITY EVENTS – Trustee Schroeder

No report.

➤ ECONOMIC DEVELOPMENT – Trustee Sugg

The Village is pursuing a grant for the Empire State Development (ESD) feasibility study. The Village is working with the Lancaster Industrial Development Agency (LIDA) to provide local support for the project for downtown revitalization.

Senator Gallivan is sponsoring a recycling drop off event on July 23 in Depew from 9:00 a.m. - 2:00 p.m. Information regarding the event will be made available on the Village website.

NYCOM has provided an update on legislation that was passed to address zombie properties in local communities.

➤ SEWER – Trustee O'Brien

No report.

DEPARTMENT HEAD REPORTS & FOLLOW UPS:

➤ **FIRE CHIEF** – James S. Volpe

The Fire Department received a \$1,000 donation from the Elks Lodge.

➤ **CODE ENFORCEMENT OFFICER** – Shawn Marshall

He commented on the good performance of Jim Smith as an assistant for the Code Enforcement office.

There have been 925 warnings issued to date. Only 5 tickets were issued as a result of the warnings. He continues to work with residents to resolve any problems.

He will be out of town from July 27 – August 2.

➤ **SPECIAL EVENTS** – Dawn Gaczewski

The setup for the July 4th celebration has begun. The event starts on Friday night (July 1) and runs through Monday, July 4.

There has been an increase in participation from new local groups and vendors. She reviewed some of the events that will be taking place as part of the schedule.

➤ **PLANNING COMMISSION** – James Allein

He questioned whether action was taken regarding the SEQR review for NutraBlend Foods. It was noted that the documentation was not received from the Planning Commission regarding this matter. The item will be forwarded for consideration at the next board meeting.

➤ **DPW SUPERINTENDENT** – William Cansdale

He reported that some street lights are out including some lights that are owned by the Village of Lancaster. He was directed to look into LED conversion for the Village owned street lights.

He commented on the cost of cutting grass at zombie properties including delays in performing other services by his department. He recommends increasing the fees for performing maintenance work at these abandoned properties and wants to see the Village make some money due to the hardships with the department schedule.

➤ **CLERK – TREASURER** – Michael E. Stegmeier

He provided an update on the conversion to a new accounting and utility billing system. There are trainers from Edmunds & Associates on site this week for three (3) days to train staff on the new software program. Remote training will continue over the next few months.

All three (3) projects were completed and submitted for disbursement through the New York Main Street program. He has already received approval for one project and the administration funds.

The application paperwork was submitted to the Dormitory Authority of the State of New York (DASNY) to pursue grant funding for the West Main Street Streetscape project.

There is a coordination meeting on Wednesday, June 29th at 2:00 p.m. at the NYS Department of Transportation (NYS DOT) offices for the TAP grant project for crosswalk and pedestrian improvements. He will be meeting with Superintendent Cansdale and representatives from Fisher Associates (consultant) and NYS DOT.

He has met with the new insurance agent from M&T Insurance Agency to review the Village policies. There is a meeting set up in July to meet with a local representative from Selective Insurance to review services that may be provided as part of the insurance premium. He noted that the previous agent (First Niagara Risk Management) did not make him aware that these services were available from Selective Insurance. This option will enhance safety initiatives already taking place in the Village of Lancaster.

MISCELLANEOUS:

Motion by **Trustee Sugg** and seconded by **Trustee O'Brien** to receive and file correspondence from Ryan P. Heller, Esq. providing notice of his resignation from the position of Deputy Village Attorney and Village Prosecutor following the court session to be held on Tuesday, August 2, 2016.

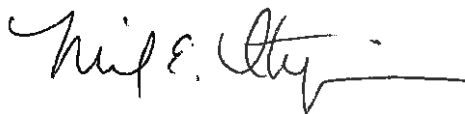
Adopted Resolution: **134** Ayes: Mayor Maute, Trustees O'Brien, Robinson,
Schroeder, and Sugg

ADJOURNMENT:

Motion by **Trustee Schroeder** and seconded by **Trustee O'Brien** to adjourn the meeting at 8:04 p.m. in memory of Mary Deveau, Jeffrey Leavoy, Ann Jansen, Thomas O'Neil, Sr., Shirley Skretny, Dorothy Weibel, and John A. Robinson, Jr.

Adopted Resolution: **135** Ayes: Mayor Maute, Trustees O'Brien, Robinson,
Schroeder, and Sugg

Respectfully submitted,



Michael E. Stegmeier
Village Clerk – Treasurer

476

VILLAGE OF LANCASTER, NY

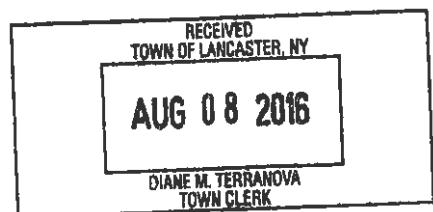
July 11, 2016

OFFICIAL MEETING MINUTES

Page 1 of 8

The regular meeting of the Village of Lancaster Board of Trustees was held in the Municipal Building Council Chambers, 5423 Broadway, Lancaster, NY, on Monday, July 11, 2016, at 7:00 P.M.

Clerk-Treasurer Stegmeier led the pledge to the flag.



MEETINGS TO DATE 8
NO. OF REGULARS 7
NO. OF SPECIALS 1

Attendance:

Paul M. Maute	Mayor	Attended / Absent
Kenneth L. O'Brien III (Absent)	Trustee / Deputy Mayor	7 / 1
Dawn M. Robinson	Trustee	7 / 1
William C. Schroeder	Trustee	8 / 0
Russell W. Sugg	Trustee	8 / 0

Also Present:

Michael E. Stegmeier	Clerk-Treasurer
Arthur A. Herdzik	Village Attorney
William G. Cansdale	DPW Superintendent
James S. Volpe	Fire Chief
Shawn Marshall	Code Enforcement Officer
James B. Allein	Planning Commission Chairperson
Dawn Gaczewski	Special Events Director

Motion by Trustee Robinson and seconded by Trustee Schroeder to accept the minutes of the June 27, 2016 regular meeting.

Adopted Resolution: 136 Ayes: Mayor Maute, Trustees Robinson, Schroeder, and Sugg

ABSTRACT OF AUDITED VOUCHERS

Motion by Trustee Robinson and seconded by Trustee Sugg that the Treasurer be authorized to pay, from the vouchers, all the claims against the GENERAL, WATER, SEWER, TRUST, CAPITAL, EQUIPMENT RESERVE, COMMUNITY DEVELOPMENT and SPECIAL REPAIR RESERVE FUNDS for the period from 6/28/16 to 7/11/16.

Further, that the report of the Finance Committee be accepted from the abstract of the audited vouchers, a total of 92 claims were approved, and that all claims were paid against the:

GENERAL FUND -----	in the amount of	\$	274,447.83
WATER FUND -----	in the amount of	\$	--
SEWER FUND -----	in the amount of	\$	8,009.51
TRUST FUND -----	in the amount of	\$	4,033.00
CAPITAL FUND -----	in the amount of	\$	61,529.39
EQUIPMENT RESERVE -----	in the amount of	\$	--
COMMUNITY DEVELOPMENT -----	in the amount of	\$	--
SPECIAL REPAIR RESERVE FUND -----	in the amount of	\$	--
For the period from 6/14/16 To 6/27/16			

Claims that were processed and paid are identified by the following check numbers:

General Fund checks # 81093 through # 81157
Sewer Fund check # 10704 through # 10707
Trust Fund checks # 2252 through # 2253
Capital Fund check # 1501 through # 1502

Adopted Resolution: **137** Ayes: Mayor Maute, Trustees Robinson, Schroeder,
and Sugg

CORRESPONDENCE:

Motion by **Trustee Schroeder** and seconded by **Trustee Robinson** to receive and file correspondence from Donald Gallo, Consulting Engineer, providing information regarding Change Order #2 for the West Main Street - Streetscape Improvements project, in the amount of \$12,903.00, for asbestos conduit abatement under the existing sidewalks and curbs, and further to approve this change order per the recommendation of Donald Gallo with funding to be appropriated and transferred from unassigned fund balance in the General Fund.

Superintendent Cansdale explained that a pipe was found in June which tested positive for asbestos and must be remediated for the project to be completed. This remediation work will be added to the remaining portion of the project to commence later in the summer.

Adopted Resolution: **138** Ayes: Mayor Maute, Trustees Robinson, Schroeder,
and Sugg

RESOLUTIONS:

Motion by **Trustee Sugg** and seconded by **Trustee Robinson** to accept and approve the SEQR review for the NutraBlend Building Addition at 3805 Walden Avenue, determining that the project will not result in any significant adverse environmental impacts, per the recommendation of the Planning Commission with the contingency to verify the public transportation route, and further to authorize Mayor Maute to sign Part 2 of the Short Environmental Assessment Form as the responsible officer for the Village of Lancaster as lead agency.

Adopted Resolution: **139** Ayes: Mayor Maute, Trustees Robinson, Schroeder,
and Sugg

Motion by **Trustee Schroeder** and seconded by **Trustee Robinson** authorizing Mayor Maute to sign and execute service agreements with Time Warner Cable for SIP lines for phone access and to port all necessary phone lines required for the new phone system at 5423 Broadway, 5200 Broadway, and 24 West Drullard Avenue.

Adopted Resolution: **140** Ayes: Mayor Maute, Trustees Robinson, Schroeder,
and Sugg

Motion by **Trustee Robinson** and seconded by **Trustee Sugg** that Mayor Maute is hereby authorized and directed to submit and approve a grant application, and further authorized and directed to accept funds from New York State Empire State Development (ESD), in an amount not to exceed \$100,000, and enter into and execute a project agreement with the State for such financial assistance to the Village of Lancaster for the ESD Strategic Planning and Feasibility Studies Program, and hereby pledging that the Village of Lancaster will commit funds for the local share portion required as part of this grant program.

Adopted Resolution: **141**Ayes: Mayor Maute, Trustees Robinson, Schroeder,
and Sugg

Motion by **Trustee Robinson** and seconded by **Trustee Schroeder** that Mayor Maute is hereby authorized and directed to submit and approve a grant application, and further authorized and directed to accept funds from the New York State Department of Environmental Conservation, in an amount not to exceed \$500,000, and enter into and execute a project agreement with the State for such financial assistance to the Village of Lancaster for the Climate Protection Implementation Program, and hereby pledging that the Village of Lancaster will commit funds for the local share portion required as part of this grant program.

Adopted Resolution: **142**Ayes: Mayor Maute, Trustees Robinson, Schroeder,
and Sugg

Motion by **Trustee Robinson** and seconded by **Trustee Schroeder** authorizing the purchase of three (3) mobile radios including installation from Saia Communications, in the amount of \$2,641.20, for the Office of Emergency Management (OEM), and further to approve the following budget amendment to allocate funds towards this purchase with the remaining balance to be covered from the adopted OEM budget:

- Increase Estimated Revenues (A2665 – Sale of Equipment) - \$2,500.00
- Increase Appropriations (A3990.2 – OEM Equipment) - \$2,500.00

Adopted Resolution: **143**Ayes: Mayor Maute, Trustees Robinson, Schroeder,
and Sugg**BUILDING PERMITS:**

Motion by **Trustee Sugg** and seconded by **Trustee Schroeder** to accept the report of building permits issued by the Town of Lancaster Building Department for properties within the Village of Lancaster as follows:

PERMIT NO	LAST NAME	ADDRESS	PURPOSE OF PERMIT
16-25460	Wagner	9 Livingston St	Above Ground Pool
16-25461	Szejnar	10 Veterans Dr	Residential Addition
16-25462	Sitek	386 Aurora St	Roof
16-25464	Schaff	80 Pleasant Ave	Shed
16-25468	Harzewski	84 Brunswick Rd	Solar Panel System
16-25469	Kowalski	15 Parkside Dr	Roof
16-25476	Seaner	70 Fourth Ave	Fence
16-25477	Dorr	127 Pleasant Ave	Fence
16-25478	Cappelli	67 Sheldon Ave	Garage
16-25479	Schlemmer	60 Vandenberg Ave	Fence
16-25486	Barnhardt	98 Burwell Ave	Porch
16-25489	Hughes / Reformat	37 Southwest Pkwy	Roof
16-25495	Leszczynski	14 Wren Ave	Fence
16-25497	Rawson	193 Aurora St	Fence
16-25501	Martin	148 Fourth Ave	Roof
16-25508	M&T Bank	5226 Broadway	Pole Sign
16-25511	Cichocki	2 Elm Pl	Residential Addition
16-25515	Hirsch	66 Pleasant Ave	Demolition
16-25516	Hirsch	66 Pleasant Ave	Residential Addition

Adopted Resolution: **144**

Ayes: Mayor Maute, Trustees Robinson, Schroeder,
and Sugg

AUDIENCE PARTICIPATION:

Chris Walters – 128 Pleasant Avenue: He is the owner of a local food truck and he stated concerns regarding the food truck ordinance including a provision for catering at private parties and consideration for parking on Central Avenue during the Christmas season. He also supports a lower fee structure based on the size of the village.

Kimberly Stribing – Lancaster Lions Club: She requested approval to hold a special event to promote awareness of the drug problem within the community. She requested a waiver of the fee for food trucks to participate in the event and would like to use the Village's tables, chairs, and stage. She has already received permission from the Community Development Corporation for use of their parking lot as the location for the event.

Trustee Schroeder indicated that a list of food trucks would be needed for inspection at the event.

Attorney Herdzik commented that a permit and fee would not be required for food trucks if the event is sanctioned by the Village of Lancaster. The food trucks would still need to be inspected and approved prior to the event.

Dawn Gaczewski commented that she has been working with Ms. Stribing to explain the procedures that she uses during events as the Events Director for the Village of Lancaster.

Motion by Trustee Schroeder and seconded by Trustee Robinson to approve and sanction the drug awareness event for the Lancaster Lions Club and designate Dawn Gaczewski as the authorized person to approve food trucks to be allowed at this event, and further to authorize use of Village property for this event including a stage, tables, and chairs with such property to be set up by the Department of Public Works prior to the event.

Adopted Resolution: **145**

Ayes: Mayor Maute, Trustees Robinson, Schroeder,
and Sugg

Mr. Walters noted that food trucks are inspected by the Erie County Department of Health on a periodic basis to ensure compliance with regulations.

Randy Forton (sp?) – Food Truck Owner: He commented on redundancy found in many communities dealing with food trucks. He noted that restrictions regarding services at private property in the Village of Lancaster are more restrictive than other communities. He supports more leniency for operations of a food truck at a private event. The property owners are already listed on the vendor's insurance policy for liability reasons.

Attorney Herdzik clarified that the structure of fees and location for operating a food truck are two separate issues. He commented that the local ordinance serves to protect the interest of taxpayers and local business owners.

A work session was scheduled for Monday, July 18th at 6:00 p.m. to review the fee structure and other items related to the mobile food vending ordinance. Public participation will be invited at the work session including feedback from food truck vendors.

Paul Nosbisch, Jr. – 31 Newell Avenue: He commented on an experience at a professional office where a food truck was hired to provide service specifically for the business. He also noted that there is limited parking on some residential streets which may cause a problem for operations at a private party.

Matt Walter – Town Councilmember: He reported that a telephone pole has been moved and the Lancaster Library parking lot should be completed in the next 7 – 10 days.

Frank Maddock – 43 Wren Avenue: He commented on the procedure for unsafe buildings that are demolished and the process for maintaining the vacant property.

Shawn Marshall commented that lawn cutting is maintained by the Village of Lancaster. Fees and taxes continue to be levied on the property until it reaches the County foreclosure auction.

Trustee Robinson commented on Assemblyman Kearns' initiatives to enact legislation to address zombie properties throughout Western New York.

COMMITTEE REPORTS & FOLLOW UPS:
--

➤ **FINANCE & CLAIMS** – Trustee Robinson

She is working on multiple grant initiatives including the Empire State Development Strategic Planning and Feasibility Study to develop a plan for smart growth and a walkable community with mixed use development in the downtown area.

An application is being submitted to the Climate Smart Implementation grant program for levee accreditation along Cayuga Creek to address the impact to property owners affected by the proposed FEMA flood risk maps and the potential cost for flood insurance.

➤ **PUBLIC WORKS** – Trustee Schroeder

The Village received \$46,075.75 in PAVE NY program funding to support the rehabilitation and reconstruction of roads and highways.

The paving of roads is being done right now by department crews.

Employees are being trained on the new sewer camera. This equipment will be used to video the sewer system throughout the entire village.

He commented on the efforts of the department crews during the 4th of July celebration and the benefits experienced by business owners during the event.

The DPW continues to pick up brush throughout the Village with many ash trees being cut down due to the presence of the ash borer beetle.

➤ **PUBLIC SAFETY** – Trustee Robinson

She clarified that the stairs at the back of the Municipal Building are not yet installed. Superintendent Cansdale indicated that the stairs are scheduled to be installed by the end of the week.

She commented on the Leadership Award presented to the Village of Lancaster by the Comp Alliance and an opportunity to share the success of the workers compensation program with other municipalities at the NYCOM Fall training school in September.

She reported on the TAP grant project that is being done to increase pedestrian mobility and walkability through the implementation of Smart Growth initiatives.

There has been interest in the future redevelopment of the downtown area. She has received feedback regarding the benefits of keeping the West Main parcel as one piece of land for development and she will coordinate efforts with the Community Development Corporation.

Trustee Schroeder commented on the need for restrictions regarding parking spaces for a local gym during the 4th of July event due to public safety near rides for children.

James Allein stated his concern that a similar situation for parking was allowed for Save-a-lot despite a bounce house for children in the area. He requested equality and better communication with property owners and tenants in the future.

➤ **BUILDING, LIGHTS & CODES** – Trustee Sugg

There is a work session on July 18th at 6:00 p.m. to discuss food trucks with public participation.

There is a work session on July 21st at 6:00 p.m. to discuss ethics and a possible Citizens Advisory Board.

➤ **HUMAN RESOURCES** – Trustee O'Brien

No report.

➤ **COMMUNITY EVENTS** – Trustee Schroeder

He reported on attendance at the 4th of July event and clarified issues with a ride that malfunctioned due to the incorrect voltage affecting safety locks. This was a new ride for the vendor and the issue was resolved after investigation. However the ride was shut down after consultation with officials as a safety precaution.

➤ **ECONOMIC DEVELOPMENT** – Trustee Sugg

He commented that the Final 2015 CAPER report was available on the Erie County website or by requesting a copy from the Erie County Department of Environment and Planning.

NYCOM has provided a Legislative Update with more information regarding bills that were enacted and other bills that did not pass approval of both houses (Senate and Assembly).

➤ **SEWER** – Trustee O'Brien

No report.

DEPARTMENT HEAD REPORTS & FOLLOW UPS:
--

➤ **VILLAGE ATTORNEY** – Arthur A. Herdzik

He reported that the current Village Prosecutor has provided his resignation effective following the August 2nd court date. A replacement is needed by August 16th to continue normal court operations. There are two (2) future board meetings after tonight to select a replacement employee. The matter was referred to the Human Resources Committee for further review.

➤ **FIRE CHIEF** – James S. Volpe

No report.

➤ **SPECIAL EVENTS** – Dawn Gaczewski

She commented on efforts provided by the Department of Public Works and cooperation of the Community Development Corporation during the 4th of July celebration. She stated her appreciation for assistance provided by the Fire Department, Office of Emergency Management, and Mayor Maute while dealing with the malfunctioning ride issue.

➤ **CODE ENFORCEMENT OFFICER** – Shawn Marshall

He reported that trash issues have been reduced to 20-25 violations per week.

➤ **PLANNING COMMISSION** – James Allein

No report.

➤ **DPW SUPERINTENDENT** – William Cansdale

No report.

➤ **CLERK – TREASURER** – Michael E. Stegmeier

He provided an update on the schedule for the TAP grant project following a meeting with Fisher Associates and NYS Department of Transportation. The project is expected to be bid out in the fall after receiving final approval by the end of September to release federal funds. There are two properties that require right-of-way (ROW) acquisition to complete the work as planned at two intersections. The original agreement only included the cost for one ROW acquisition. Authorization to proceed with the additional ROW work is required promptly to make sure that the necessary procedures are completed to meet the September 30th deadline for federal approval.

Motion by **Trustee Robinson** and seconded by **Trustee Schroeder** to authorize an increase in cost for additional work for two (2) right-of-way acquisitions, in the amount of \$7,775.15, for the TAP grant pedestrian improvements project, and hereby authorizing Fisher Associates to proceed and commence the right-of-way work, and further appropriating fund balance in the General Fund to cover the amount of this additional project cost.

Adopted Resolution: **146** Ayes: Mayor Maute, Trustees Robinson and Schroeder

Present: Trustee Sugg

The new accounting system is being used for processing vouchers and checks. His office will soon be starting to enter receipts in the new system. The utility billing program is expected to be ready for printing sewer bills later this month. He is working with the vendor to create an accurate database of properties for sewer billing invoices.

He has received a final questionnaire for the Main Street grant program that must be completed to start the closeout and monitoring process.

He was contacted by Erie County Personnel Office and notified that a certified payroll must be completed in July or August.

He will be contacting the independent auditors (Drescher & Malecki LLP) to confirm the schedule for the audit to begin the first week of August.

He received notification that the Village of Lancaster has been registered as a Climate Smart Community. Information was provided by the Climate Smart Office regarding the certification process to become a Certified Climate Smart Community if the Village Board wants to pursue that option.

MISCELLANEOUS:

Matt Fischione reported that the registration process for the next BENLIC (land bank) application takes place in October. The Executive Director for BENLIC, Jocelyn Gordon, is willing to make a presentation at an upcoming meeting to review the process.

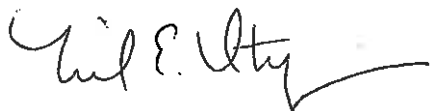
ADJOURNMENT:

Motion by Trustee Schroeder and seconded by Mayor Maute to adjourn the meeting at 8:16 p.m. in memory of Gilda Baccari, Shirley Breidenstein, Patrick Cleary, Linda Ells, Mary Fachko, Henry Gajewski, Patricia Gawron, Sylvia Gillam, Joanne Malone, Frank Ott, Patricia Salverson, Dennis Snyder, Sr., Samuel Tomasello, Henry Weil, Shirley Wight, Barbara Wojcik, Mary Wyzykowski, and slain members of the Dallas Police Department: Lorne Aherns, Brent Thompson, Patrick Zamarripa, Michael Krohl, and Michael Smith.

Adopted Resolution: **147**

Ayes: Mayor Maute, Trustees Robinson, Schroeder,
and Sugg

Respectfully submitted,



Michael E. Stegmeier
Village Clerk – Treasurer

DIANE M. TERRANOVA, TOWN CLERK
TOWN OF LANCASTER
21 CENTRAL AVE.
LANCASTER, N.Y. 14086
AREA CODE 1-716 683-9028

COPY

Lancaster Bee - fax # 633-8601
Lancaster Source - fax # 649-6374
Buffalo News - fax # 856-5150

DIANE M. TERRANOVA, TOWN CLERK
Town of Lancaster
21 Central Avenue
Lancaster, New York 14086

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PRESS RELEASE

August 8, 2016

PLEASE TAKE NOTICE that, pursuant to Section 62 of the Town Law of the State of New York, Special Meeting of the Town Board of the Town of Lancaster will be held in the Town Board Chambers, Lancaster Town Hall, 21 Central Avenue, Lancaster, New York on the following date:

17th day of August 2016 at 6:00 P.M.

The sole purpose of this meeting is for the Town Board to discuss a Street Light Proposal.

cc: Post on bulletin board

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Town of Lancaster

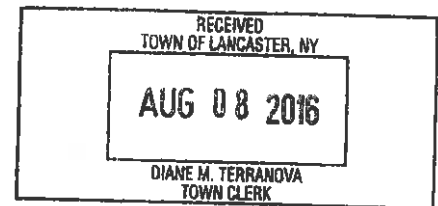
BUILDING DEPARTMENT
21 CENTRAL AVENUE
LANCASTER, NEW YORK 14086
716-684-4171
FAX 685-5317

478
TOWN BOARD
Supervisor
Johanna M. Coleman

Councilmembers
John M. Abraham, Jr.
Dawn Gaczewski
Ronald Ruffino, Sr.
Matthew Walter

August 5, 2016

Ms. Diane Terranova, Town Clerk
Town of Lancaster
21 Central Avenue
Lancaster, New York 14086



RE: Application for a Game Room License
AMF Bowling Centers (Lancaster Lanes)
Chapter 17 of the Code of the Town of Lancaster

Dear Ms. Terranova:

After an onsite inspection, I have determined that the above mentioned premises complies with all applicable laws, ordinances, rules and regulations. Therefore, I approve the issuance of a license to this applicant.

If you have any questions please feel free to call me.

Respectfully yours,

Matthew Fischione
Supervising Code Enforcement Officer

MF:cam



Town of Lancaster

OFFICE OF THE TOWN ATTORNEY

21 Central Avenue
Lancaster, New York 14086
(716) 684-3342
Fax: (716) 681-7475

KEVIN LOFTUS, JR.

Town Attorney
kloftus@lancasterny.gov

Leza E. Braun

Legal Assistant

August 8, 2016

Honorable Town Board
Town of Lancaster
21 Central Avenue
Lancaster, New York 14086

Planning Board
Town of Lancaster
21 Central Avenue
Lancaster, New York 14086

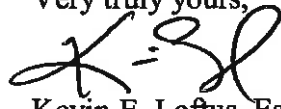
RE: Apple Rubber Products Addition #2562
204 Cemetery Road
Town of Lancaster, County of Erie

Dear Town Board and Planning Board Members:

Enclosed please find an email SEQR response dated and received August 8, 2016 from the Erie County Division of Sewerage Management on the above-referenced project for you review.

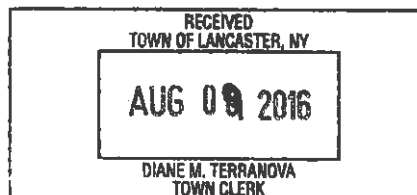
Should you have any questions or concerns, please call me.

Very truly yours,


Kevin E. Loftus, Esq.
Town Attorney
KEL:lb

Enc.

CC: Supervisor
Town Clerk
Building Inspector
Town Engineer
Elizabeth Reilly-Meegan



Leza Braun

From: Kevin Loftus
Sent: Monday, August 08, 2016 9:38 AM
To: Leza Braun
Subject: Fw: Apple Rubber Products Addition SEQRA Review

FYI

Can you forward this to the developer?

Thanks

From: Quebral, Lorenzo <Lorenzo.Quebral@erie.gov>
Sent: Monday, August 8, 2016 9:36 AM
To: Kevin Loftus
Cc: Ortiz, Mariely
Subject: Apple Rubber Products Addition SEQRA Review

Mr. Loftus,

The Erie County Division of Sewerage Management (DSM) has reviewed the SEQRA submittal for the addition to Apple Rubber Products on 204 Cemetery Road and has the following comments.

1. The proposed project is located within Erie County Sewer District No. 4. The sanitary sewers near the proposed project are owned by the Erie County Sewer District No. 4. The sanitary flows are tributary to Erie County trunk and interceptor lines, and the Buffalo Sewer Authority Bird Island Treatment Facility.
2. If sanitary sewers are installed, they will be privately owned.
3. Review and approval of any sanitary sewers installed is required by Erie County DSM.
4. A sanitary sewer downstream capacity analysis may be required.
5. Sanitary sewer (I/I) removal work in ECSD No. 4 may be required for this project.
6. Sanitary sewer system design shall be in accordance with Ten States Standards, and Erie County Sewer District Rules and Regulations and Design Requirements.
7. The design engineer is encouraged to discuss preliminary sanitary sewer plans with DSM in advance of completing sewer design.

The above comments do not constitute DSM approval or disapproval of this project.

Should you have any questions, please call me at (716)-858-6974 or e-mail me.

Lorenzo Quebral | Engineer Assistant
Erie County | Div. of Sewerage Management
95 Franklin St., 1050 | Buffalo, NY 14202
P: +1(716)858-6974 | F: +1(716)858-6257
Lorenzo.Quebral@erie.gov | <http://www.erie.gov>



Town of Lancaster

OFFICE OF THE TOWN ATTORNEY

21 Central Avenue
Lancaster, New York 14086
(716) 684-3342
Fax: (716) 681-7475

KEVIN LOFTUS, JR.

Town Attorney
kloftus@lancasterny.gov

Leza E. Braun

Legal Assistant

August 9, 2016

Honorable Town Board
Town of Lancaster
21 Central Avenue
Lancaster, New York 14086

Planning Board
Town of Lancaster
21 Central Avenue
Lancaster, New York 14086

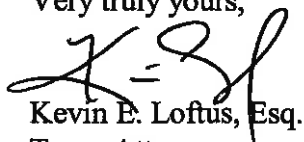
RE: Apple Blossom 3-Lot Devel #6030
South of Apple Blossom Blvd
Town of Lancaster, County of Erie

Dear Town Board and Planning Board Members:

Enclosed please find a SEQR response dated August 8, 2016 from the Erie County Department of Public Works on the above-referenced project for you review.

Should you have any questions or concerns, please call me.

Very truly yours,

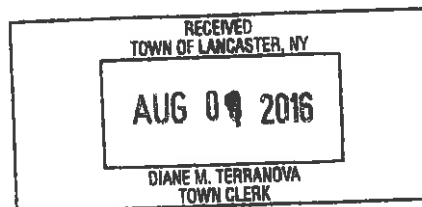

Kevin E. Loftus, Esq.

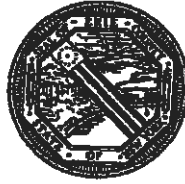
Town Attorney

KEL:lb

Enc.

CC: Supervisor
Town Clerk
Building Inspector
Town Engineer





COUNTY OF ERIE

MARK C. POLONCARZ

COUNTY EXECUTIVE

JOHN C. LOFFREDO, P.E.
COMMISSIONER

DEPARTMENT OF PUBLIC WORKS
RATH BUILDING 14TH FLOOR

TELEPHONE: 716.858.8300
FAX: 716.858.8228

August 08, 2016

Mr. Kevin Loftus, Town Attorney
Town of Lancaster
21 Central Avenue
Lancaster, NY 14086

Re: Lead Agency Request
Apple Blossom Blvd. Residential Development
(T) of Lancaster, County of Erie

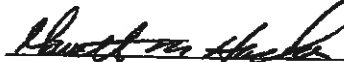
Dear Mr. Loftus:

This Department has received your request for Lead Agency for the above referenced project. Erie County Department of Public Works has no problem with the Town of Lancaster being Lead Agency for this project. This approval of Lead Agency is only from Erie County Department of Public Works and does not imply that other County Departments concur with this approval, as their response will be coming by separate letter.

We will also not be involved with the site plan or permitting of this site, as it is not along a County highway.

Sincerely,

ERIE COUNTY DEPARTMENT OF PUBLIC WORKS


Garrett M. Hacker, P.E.
Senior Civil Engineer

cc: William Geary, Deputy Commissioner – Highways
Charles A. Sickler, P.E., Director of Engineering
Wayne Scibor, P.E., Supervisor of Engineering
John Dennee, Senior Highway Maintenance Engineer
Mariely Ortiz, Erie County Department of Environment and Planning
File: TOWN



Town of Lancaster

OFFICE OF THE TOWN ATTORNEY

21 Central Avenue
Lancaster, New York 14086
(716) 684-3342
Fax: (716) 681-7475

KEVIN LOFTUS, JR.

Town Attorney
kloftus@lancasterny.gov

Leza E. Braun
Legal Assistant

August 9, 2016

Honorable Town Board
Town of Lancaster
21 Central Avenue
Lancaster, New York 14086

Planning Board
Town of Lancaster
21 Central Avenue
Lancaster, New York 14086


RE: Upstate Cellular #6018
S. Penora Street
Town of Lancaster, County of Erie

Dear Town Board and Planning Board Members:

Enclosed please find a SEQR response dated August 5, 2016 from the New York State Department of Environmental Conservation on the above-referenced project for you review.

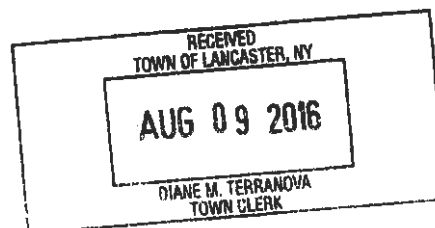
Should you have any questions or concerns, please call me.

Very truly yours,


Kevin E. Loftus, Esq.
Town Attorney
KEL:lb

Enc.

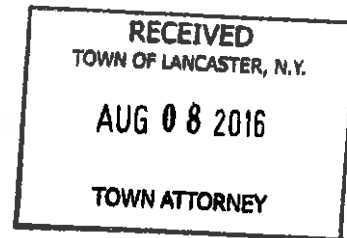
CC: Supervisor
Building Inspector
Town Clerk
Town Engineer



NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION

Division of Environmental Permits, Region 9
270 Michigan Avenue, Buffalo, NY 14203-2915
P: (716) 851-7165 | F: (716) 851-7168
www.dec.ny.gov

August 5, 2016



Mr. Kevin E. Loftus
Town Attorney
Town of Lancaster
21 Central Avenue
Lancaster, New York 14086

Dear Mr. Loftus:

Response to SEQR Lead Agency Coordination
Up State Tower Co, LLC Telecommunications
Facility / South Penora Street
Town of Lancaster, Erie County

In response to your July 20, 2016 letter regarding the above-noted, please be advised that this office has reviewed the project site and has identified no significant environmental concerns.

The Department concurs that the Town of Lancaster should act as SEQR Lead Agency, since the environmental impacts of the proposal are primarily of local significance.

Thank you for providing this office the opportunity to review the proposed project. If you have any questions, please feel free to contact Mr. Bruno DiBella or me at 716/851-7165.

Sincerely,

A handwritten signature in black ink, appearing to read "David S. Denk".

David S. Denk
Regional Permit Administrator



Department of
Environmental
Conservation

482



Town of Lancaster

OFFICE OF THE TOWN ATTORNEY

21 Central Avenue
Lancaster, New York 14086
(716) 684-3342
Fax: (716) 681-7475

KEVIN LOFTUS, JR.

Town Attorney
kloftus@lancasterny.gov

Leza E. Braun

Legal Assistant

August 9, 2016

Honorable Town Board
Town of Lancaster
21 Central Avenue
Lancaster, New York 14086

Planning Board
Town of Lancaster
21 Central Avenue
Lancaster, New York 14086

RE: Upstate Cellular #6023
Mohawk/Juniper Blvd
Town of Lancaster, County of Erie

Dear Town Board and Planning Board Members:

Enclosed please find a SEQR response dated August 4, 2016 from the New York State Department of Environmental Conservation on the above-referenced project for you review.

Should you have any questions or concerns, please call me.

Very truly yours,

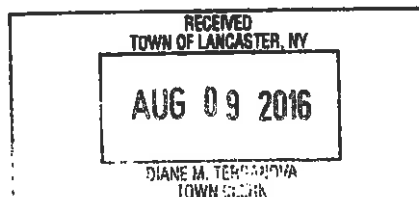

Kevin E. Loftus, Esq.

Town Attorney

KEL:lb

Enc.

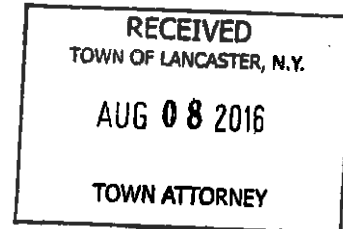
CC: Supervisor
Building Inspector
Town Clerk
Town Engineer



NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION

Division of Environmental Permits, Region 9
270 Michigan Avenue, Buffalo, NY 14203-2915
P: (716) 851-7165 | F: (716) 851-7168
www.dec.ny.gov

August 4, 2016



Mr. Kevin E. Loftus
Town Attorney
Town of Lancaster
21 Central Avenue
Lancaster, New York 14086

Dear Mr. Loftus:

Response to SEQR Lead Agency Coordination
Up State Tower Co, LLC Telecommunications
Facility / Mohawk Place and Juniper Blvd
Town of Lancaster, County of Erie

In response to your July 20, 2016 letter regarding the above-noted, please be advised that this office has reviewed the project site and has identified no significant environmental concerns.

The Department concurs that the Town of Lancaster should act as SEQR Lead Agency, since the environmental impacts of the proposal are primarily of local significance.

Thank you for providing this office the opportunity to review the proposed project. If you have any questions, please feel free to contact Mr. Bruno DiBella or me at 716/851-7165.

Sincerely,

A large, stylized handwritten signature in black ink, appearing to read "D. Denk".

David S. Denk
Regional Permit Administrator



Department of
Environmental
Conservation



Town of Lancaster

BUILDING DEPARTMENT
21 CENTRAL AVENUE
LANCASTER, NEW YORK 14086
716-684-4171
FAX 685-5317

483

TOWN BOARD
Supervisor
Johanna M. Coleman

Councilmembers
John M. Abraham, Jr.
Dawn Gaczewski
Ronald Ruffino, Sr.
Matthew Walter

8/11/16

Honorable Supervisor & Town Board
21 Central Ave.
Lancaster, NY 14086

Re: Special Use Permit
C.J. Krantz Topsoil, Inc.
4106 Walden Ave.

After a much anticipated application, it was brought to my attention the Special Use Permit information for C.J. Krantz Topsoil was submitted on June 1, 2016.

Upon review of the application, there is no reason to deny the topsoil shredding operation as it has existed to date without complaint, incident or violation of any sort.

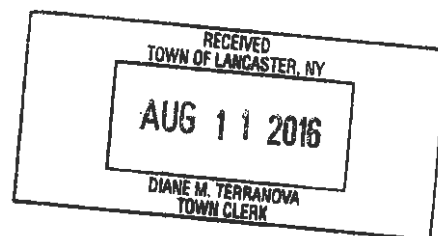
Please retroactively approve the Special Use Permit for the 2016 season.

Sincerely,

Matt Fischione, Code Enforcement Officer
Town of Lancaster Building Department
21 Central Avenue
Lancaster, NY 14086

MF

cc: K. Loftus, Town Attorney
G. Gill, Jr., Police Chief



484



**TOWN OF LANCASTER
HIGHWAY DEPARTMENT
525 PAVEMENT ROAD
LANCASTER, NY 14086**

**Daniel Amatura
Highway Superintendent
Tel (716)683-3426
Fax (716)685-0271**

TC- FOR COMM

COMMUNICATIONS

July 27, 2016

Honorable Town Board
21 Central Avenue
Lancaster, NY 14086

Re: Permanent Part-Time GIS Employee

OK- gmc

Dear Honorable Board Members

It would be greatly appreciated if you would sponsor a resolution to reappoint Mr. Spencer Podsiadlo from seasonal part-time to permanent part-time to assist the Highway Department with GIS input. Mr. Podsiadlo resides at _____ Cheektowaga, NY 14227. Mr. Podsiadlo will be paid his current rate of \$12.00 per hour with no benefits and will be working 19.5 hours per week beginning August 22, 2016.

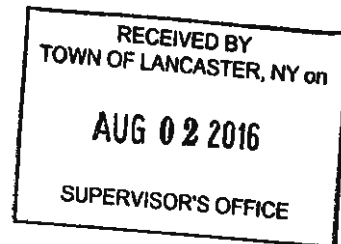
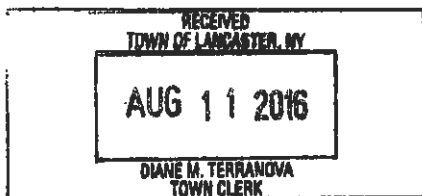
Should you have any questions regarding this subject please do not hesitate to contact me at your convenience.

Sincerely yours,

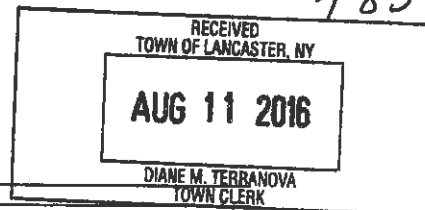
Daniel Amatura
Highway Superintendent
Town of Lancaster

DA/mb

Cc: Johanna Coleman, Town Supervisor
Morgan Fay, Payroll Supervisor



485



Lancaster Central School District

177 Central Avenue
Lancaster, NY 14086
Phone: 716 686-3201
sjanik@lancasterschools.org

Sandra A. Janik
District Clerk

August 9, 2016

Diane Terranova
Collector of Taxes
Town of Lancaster
21 Central Avenue
Lancaster, NY 14086

Dear Ms. Terranova:

I have attached a copy of the resolution for partial payment of school tax bills as approved by the Lancaster Central School District Board of Education at their meeting held on August 8, 2016.

If you need anything further, please do not hesitate to call me at 686-3201.

Sincerely,

A handwritten signature in cursive script that reads "Sandra A. Janik".

Sandra A. Janik
District Clerk

SJ:ms
ENC

LANCASTER CENTRAL SCHOOL DISTRICT
Lancaster, New York

TO: Members, Board of Education
FROM: Michael J. Vallely, Ph.D.
DATE: August 8, 2016
RE: Partial Payments Real Property Taxes

Resolution to accept partial payment in any dollar amount:

WHEREAS, the New York State Legislature, the Erie County Legislature, and the Governor of the State of New York have approved Bill #A09529 (#S06429) allowing for the acceptance of partial payments of real property taxes, and

WHEREAS, the legislation is vital to all residents and taxpayers of the State of New York, Erie County, Towns of Lancaster, Cheektowaga and Elma taxpayers of the Lancaster Central School District, and

WHEREAS, the legislation provides assistance to those Senior Citizens and taxpayers of the Lancaster Central School District who have difficulties paying their school taxes under the present payment structure.

THEREFORE BE IT RESOLVED, that the Lancaster Central School District Board of Education hereby authorizes the immediate acceptance of partial payments of school taxes in accordance with the aforementioned legislation, and that the Clerk of the Board of Education provide a copy of this resolution to each of the school district receivers of taxes.

RECOMMENDED ACTION:

Motion to authorize the immediate acceptance of partial payments of school taxes in accordance with the aforementioned legislation, and that the Clerk of the Board of Education provide a copy of this resolution to each of the school district receivers of taxes.

MOVED BY Sage

SECONDED BY Mallagher

MJV:sj

APPROVED
Sandra A. Janik
Sandra A. Janik
District Clerk
2 Ayes 0 Nays

486



DIANE M. TERRANOVA
Town Clerk

Town of Lancaster

21 CENTRAL AVENUE
LANCASTER, NEW YORK 14086
WWW.LANCASTERNY.GOV

CLERK'S OFFICE
PHONE: (716) 683-9028
FAX: (716) 683-2094

TAX OFFICE
PHONE: (716) 683-1328
FAX: (716) 681-7059

August 11, 2016

**Honorable Town Board
Town of Lancaster
21 Central Avenue
Lancaster, New York 14086**

Dear Board Members:

Enclosed is my final report of the 2016 County/Town tax collection.

Settlement statements, copies of approved petitions, and a computer print file of the tax rolls have been forwarded to Erie County. Disbursement in the amount of \$20,844,917.66, which constitutes all town taxes, was made to the Town Supervisor on February 17, 2016. Payment of all penalty, service charges, and investment income, in the amount of \$45,670.20 has been transferred from the Town Clerk's account to the Supervisor's account. The Erie County Comptroller has received payments in the amount of \$19,276,596.63 constituting the balance of all taxes and interest paid to the Town Clerk as of June 30, 2016.

Should you have any questions, please do not hesitate to contact me.

Sincerely,

**Diane M. Terranova
Town Clerk**

Enclosures

STATE OF NEW YORK
COUNTY OF ERIE
OFFICE OF THE ERIE COUNTY LEGISLATURE

THE PEOPLE OF THE STATE OF NEW YORK
TO DIANE M. TERRANOVA
RECEIVER OF TAXES AND ASSESSMENTS

GREETINGS

YOU ARE HEREBY COMMANDED, pursuant to the provisions of Chapter 62 of the Laws of 1909 (The State Tax Law) and acts amendatory thereof and supplemental thereto and pursuant to the provisions of Chapter 812 of the Laws of 1942 (The Erie County Tax Act) to receive and collect, prior to the first day of May next ensuing the delivery of this warrant, from the several persons and corporations and on the properties named and described in assessment rolls of the Town of Lancaster which this warrant is annexed and herewith delivered to you, the several sums mentioned as taxes in the last column of such roll opposite the respective names or properties, together with your fees and penalties and interest charges as herein set forth.

YOU ARE HEREBY COMMANDED, out of monies so collected, to pay over, upon the dates and in the manner fixed by law, as follows:

FIRST. To the Supervisor of the above named town for support of highways and bridges' and for returned highway taxes, the sum of:
Three Million, Seven Hundred Fifty Two Thousand, Two Hundred Ninety Six Dollars & 00/100 \$ 3,752,296.00
SECOND. To the Supervisor of the above named towns, for all other town expenses, the sum of:
Seventeen Million, Ninety Two Thousand, Six Hundred Twenty One Dollars & 66/100 \$ 17,092,621.66
THIRD. To the Commissioner of Finance the residue of monies to be collected being the sum of:
Twenty One Million, Seven Hundred Fifty Eight Thousand, Four Hundred Twelve Dollars & 07/100 \$ 21,758,412.07

TOTAL TO BE COLLECTED: \$ 42,603,329.73

The Commissioner of Finance is hereby authorized, and this shall be his Warrant, to collect in the manner provided by Law any and all taxes appearing on this roll and not collected by the above named Receiver.

Deficit
- 25.50
42,603,303.93

IN WITNESS WHEREOF, the Legislature of the County of Erie, has pursuant to law, caused this warrant to be signed by its chairman and clerk and the seal of the County of Erie to be affixed on this the 5th day of January 2016

BY THE ORDER OF THE LEGISLATURE OF ERIE COUNTY.

CHAIRMAN

CLERK

FEES, TO THE CITY TREASURER OR RECEIVER OF TAXES IN TOWNS OF THE FIRST CLASS PAYABLE BY PROPERTY OWNER:

On taxes collected February 17 to February 29 inclusive	1.5 per cent	On taxes collected April 1 to April 15 inclusive	6.0 per cent
On taxes collected March 1 to March 15 inclusive	3.0 per cent	On taxes collected April 16 to May 2 inclusive	7.5 per cent
On taxes collected March 16 to March 31 inclusive	4.5 per cent		

FEES, TO COLLECTOR, TOWN OF THE SECOND CLASS: On taxes collected March 16 to May 2 inclusive 7.5 per cent

Interest on taxes paid on or after May 3 is calculated by adding the 7.5% penalty fee to the levy forming the base of the tax then due, interest is 1.5% per month of the base making 18.7875% in all, when unpaid taxes are sold in November.

RETURNS AND PAYMENTS BY COLLECTOR: Payments to Supervisor may be made at any time. Receipt in duplicate must be given the collector, one copy for his own retention; one copy to be filed with the Commissioner of Finance.

MARCH 1. The collector must make a return to the Commissioner of Finance and pay over all money in his hands.

APRIL 1. The collector must make a return to the Commissioner of Finance and pay over all money in his hands.

MAY 3. The collector must return his tax roll; make a verified list of unpaid taxes and pay to the Commissioner of Finance the balance due as shown by his warrant. If the collector, refuses or neglects to pay over the monies collected by him or account for the unpaid taxes within five days after the above dates, it is the duty of the Commissioner of Finance to apply to the County Court for an order commanding the Sheriff to collect the full amount of the warrant unaccounted for, by levy upon the real and personal property of the collector, (section 303 Tax Law).

A. TOWN HIGHWAY MONIES

Highway Fund (item #1) Bridge Fund (item #2)
Machinery Fund (item #3) Miscellaneous Fund (item #4)
Payable to Supervisor for above items **\$ 3,752,296.00**

B. OTHER TOWN EXPENDITURES

1. Town Expenses as per budget:
General expense \$ 6,813,188.00
Transfer of Exempt Property Town \$ 18,055.88
Police Fund \$ 3,713,239.00
TOTAL \$ 10,544,482.88

2. SPECIAL DISTRICT EXPENSES

Refuse District \$ 1,996,244.00
Fire Protection \$ 3,756,089.00
Lighting District \$ 249,922.00
Water District \$ 540,424.00
Property Clean Up \$ 3,530.00
Delinquent Water (ECWA) \$ 1,929.78
TOTAL \$ 6,548,138.78

TOTAL PAYABLE TO SUPERVISOR \$ 20,844,917.66

C. FOR COUNTY EXPENDITURE

1. For County Expenses:
County Service Tax as apportioned \$ 12,866,572.47
Library tax as apportioned \$ 1,289,829.75
TOTAL \$ 14,156,402.22

2. For Town Indebtedness to County:
Deficiency in prior levy
Expenses in town elections \$ 346,189.71
Community College Payments \$ 191,088.40
Erie County Sewer \$ 5,277,137.18
Erie County Sewer Flow \$ 492,266.25
Erie County Sewer Premium Assessment \$ 33,727.59
TOTAL \$ 6,340,409.13

3. Re-assessed Taxes
Village Tax \$ 285,270.51
Returned School Tax \$ 955,415.01
Transfer Exempt Property (County Tax) \$ 20,974.24
TOTAL \$ 1,261,659.76

4. Credit (59.04)

TOTAL TO COMMISSIONER OF FINANCE \$ 21,758,412.07

County Tax Rates		Town Tax Rates	
County Service Tax	4.783423	General Town (Town)	2.457144
Library Tax	0.460303	General Town (Village Depew)	2.385240
Total County Tax	5.243726	General Town (Village Lancaster)	2.385240
		Highway (Town)	1.791783
		Highway (Village Depew)	0.076117
		Highway (Village Lancaster)	0.076117
		Police Fund (Town)	1.475365
		Police Fund (Village Lancaster)	1.475365

SEAL

2016 COUNTY & TOWN TAX COLLECTION

Warrant: \$42,603,329.73

RECEIPTS

Taxes Collected	\$40,116,112.41
Penalty	43,383.90
Interest	5,923.88
Service Charge-Paid Parcels	148.00
NSF Fee	80.00
 Total Collected	 40,165,648.19
 Earnings on Investments	 1,536.30
 Total Receipts	 40,167,184.49

DISBURSEMENTS

Department of Budget, Management & Finance

Taxes Collected (including interest/less unpaid parcel fee)	\$19,276,596.63
--	------------------------

Supervisor

Taxes Collected	\$20,844,917.66
Penalty	43,383.90
Service Charge-Paid Parcels	148.00
Service Charge-Unpaid Parcels	522.00
Earnings on Investments	1,536.30
NSF Fee	80.00
 Total to Supervisor	 20,890,587.86
 Total Disbursements	 \$40,167,184.49

<u>Number</u>		<u>Amount</u>
8	Parcels Petitioned & Approved by Legislature	\$ 2,424.71
35	Duplicate Payments, Over Payments, Refunds	\$ 35,277.32
8	Returned Checks (NSF)	\$ 69,118.21
273	Partial Payments	\$ 397,066.58
189	Utilities Paid at County	\$ 945,225.30
48	School Taxes Paid at County	\$ 94,782.24
74	Other Payments at County	\$ 3,910.62
244	Web Payments	\$ 563,585.38
42	Point of Sale	\$ 71,044.64

96.62% of the warrant was collected by June 30, 2016.

95.72% of the parcels were paid by June 30, 2016.

The bank balance as of August 1, 2016 is \$.00.

SUPERVISOR
Johanna M. Coleman

COUNCIL MEMBERS
John M. Abraham Jr.
Dawn Gaczewski
Ronald Ruffino Sr
Matthew Walter



487
Department of Parks,
Recreation & Forestry

Park Crew Chief
Mark D. Lubera

525 Pavement Road
Lancaster, NY 14086
716-684-3320 phone
716-685-3497 fax

August 11, 2016

TC-FOR COMM

Johanna Coleman, Supervisor
Honorable Council Members
Town of Lancaster
21 Central Avenue
Lancaster, NY 14086

Dear Supervisor Coleman and Honorable Council Members:

In the fall of 2015, GMAX testing was done on the turf soccer field at Westwood Park, testing it's softness for play and safety. Results indicated that the field was marginally above safety standards and was in need of adding additional crumb rubber to obtain a softer and safer playing surface.

After gathering three bids for such work, I respectfully request that Riches Sports Fields, Inc., 110 Pavement Rd., Lancaster, NY, be awarded the work at a cost of \$13,300.00. Work is to include adding of crumb rubber, grooming of turf, the yearly cleaning of the turf, and a GMAX test for 2016. The funds for this are to be taken out of the Recreation Filing Fees Trust and Agency Account. Should you have any questions, please do not hesitate to contact me.

Sincerely,

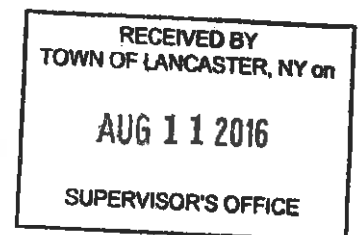
A handwritten signature in cursive script, appearing to read "Mark D. Lubera".

Mark D. Lubera
Park Crew Chief

37-7000-0400

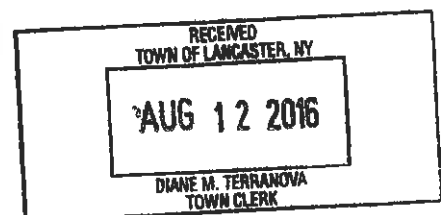
PER D. BROWN.

Handwritten initials, possibly "JB", in cursive.



MDL/jw

Cc: Kevin Loftus, Town Attorney
David Brown, Director of Administration & Finance
Dan Amatura, Highway Superintendent



Rich's Sports Fields Inc.

110 Pavement Rd.

Lancaster, N.Y. 14086-9520

716-681-5951 Hm 716-681-0038 Fax

716-583-2284 mobil

Estimate

DATE	ESTIMATE NO.
7/25/2016	R16-935

NAME / ADDRESS
Lancaster Recreational Dept. Grounds: Bob 570-7191 c.

PROJECT	
PROJECT	
DESCRIPTION	TOTAL
JOB SITE: Synthetic Soccer Field	
Deep Cleaning of Synthetic Turf.	3,000.00
---Synthetic Field Cleaning.	
---Tractor w/ Verti-Air.	
---Gator w/ Groomer..	
Synthetic Turf Disinfectant	500.00
---Spraying cleaner entire field.	
G - Max testing	500.00
---Kleg Hammer testing the hardness of the field.	
---Results sent to Town Rec. and Soccer Org.	
Thank you for asking us to bid on this job site.	TOTAL

Rich's Sports Fields Inc.

110 Pavement Rd.

Lancaster, N.Y. 14086-9520

716-681-5951 Hm 716-681-0038 Fax

716-583-2284 mobil

Estimate

DATE	ESTIMATE NO.
7/25/2016	R16-935

NAME / ADDRESS
Lancaster Recreational Dept. Grounds: Bob 570-7191 c.

		PROJECT
DESCRIPTION		TOTAL
Topdress: --Bobcat w/ loader. ---Gator w/ Top Dresser. ---Gator w/ Groomer		3,500.00
Topdressing Materials used to complete job: ---12 Sacks 2000 lbs. per sack. ---Total: 24,000 lbs. w/ delivery.		5,800.00
*** NYS SALES TAX has not been added due to Tax Exempt Status, your certificate will be needed to comply. ***		
Thank you for asking us to bid on this job site.		TOTAL \$13,300.00